DEPARTMENT: Administration       BY: Mike Coffield       PHONE: 966-3222
County Administrative Officer

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes___ No___)
Resolution Authorizing Expenditures for Supervisors-Elect to Attend CSAC Training and CSAC Annual
Meeting; Directing Auditor to Pay Registration and Reasonable Expenses Claimed from Travel; and
Appropriating Funds from Contingency Travel ($1,500)

BACKGROUND AND HISTORY OF BOARD ACTIONS:
Section 2.100.010 of the County Code authorizes expenses and reimbursements from the general fund for
training and orientation for Supervisors-elect, including course fees, travel, per diem expenses, course
materials, and consultant fees if authorized by the Board of Supervisors.

California State Association of Counties (CSAC) has a three part training session associated with the three
meetings per year sponsored by CSAC for new supervisors with a registration fee for all three parts of
$350 each. In addition, supervisors-elect are invited to the annual conference with a registration rate of
$285 each.

Supervisors-elect Patti Reilly and Robert Stewart request that the Board authorize expenditures for
attendance to these training sessions; Supervisor-elect Patti Reilly requests authorization for expenditures
to the conference.

Supervisor-elect training was not anticipated in the budget. CSAC has changed past practice and increased
the training sessions to three parts with an additional $350 registration. Therefore, it is recommended by
the Administrative Officer that funds be appropriated to the District 1 and District 3 travel line items for
payment of the additional costs of these training sessions in the amount of $750 to each District. The
Administrative Officer further requests that the Board authorize payment of these expenses from the Travel
line item of District 1 and District 3, respectively.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
1. If the Board does not authorize the expense, the Supervisors-Elect will be liable for expenses
   incurred in training.
2. If the Board does not appropriate the funds for Supervisor-elect training, there will be insufficient
   funds in the District 1 and District 3 Travel for the two new supervisors.

COSTS: ( ) Not Applicable
A. Budgeted current FY $4,000  B. Total anticipated costs $1,970
C. Required additional funding $0        D. Internal transfers $0

SOURCE: ( ) 4/5ths Vote Required
A. Unanticipated revenues $0
B. Reserve for contingencies $0
C. Source description: Balance in Reserve for Contingencies, if approved:

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:

CLERK’S USE ONLY:
Res. No.: 14-506       Ord. No.       Vote - Ayes:       Noes:
Approved: ( ) Denied: ( )
A Minute Order Attached ( ) No Action Necessary

The foregoing instrument is a correct copy of
the original on file in this office.
Date: Attest:
Margie Williams, Clerk of the Board
By: Deputy
County of Mariposa, State of California

ADMINISTRATIVE OFFICER’S RECOMMENDATION:
This item on agenda as:
Recommended
Not Recommended
For Policy Determination
Submitted with Comment
Returned for Further Action

Comment:
A.O. Initials:

Action Form Revised 5/92
DEPT/DIV: Board of Supervisors CONTACT: Mike Coffield

DATE: 11/22/94 PHONE: 966-3222

ACTION REQUESTED: (Check All That Apply)

(x ) Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the County Reserve for Contingencies;

( ) Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit;

( ) Transfer by Administrator: Moving existing appropriations within a single budget category between line items (i.e. services and supplies, etc.)

( ) Transfer by Auditor: Moving salaries between line items to accommodate variances internal to salaries; OR transfers within the County budget under $50.00 to accommodate minor variations from the Budget.

<table>
<thead>
<tr>
<th>FUND/DEPT/ACCT NO.</th>
<th>LINE ITEM DESCRIPTION</th>
<th>AMOUNT (FROM)/TO</th>
</tr>
</thead>
<tbody>
<tr>
<td>001-009-000</td>
<td>General Contingency</td>
<td>($1,500)</td>
</tr>
<tr>
<td>001-0101-411-0451</td>
<td>District 1 Travel</td>
<td>750</td>
</tr>
<tr>
<td>001-0101-411-0453</td>
<td>District 3 Travel</td>
<td>750</td>
</tr>
</tbody>
</table>

Justification: Appropriation for costs of New Supervisor Training

Department Head Signature: ___________________________ Date: ____________

Approved By: Res. No. 94-506 Clerk: _______________ Date: 11-22-94

Administrator: ___________________________ Date: ____________

Auditor: ___________________________ Date: ____________

AUDITOR'S USE ONLY:
Description: ___________________________________ Transfer No.: _________
B.R. No.: _________

Budget Action Form Revised 5/92
MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: MIKE COFFIELD, County Administrative Officer
FROM: MARGIE WILLIAMS, Clerk of the Board
SUBJECT: Resolution Authorizing Expenditures for Supervisors-Elect to Attend CSAC Training and CSAC Annual Meeting
Resolution Number 94-506

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on November 22, 1994

ACTION AND VOTE:

Resolution Authorizing Expenditures for Supervisors-Elect to Attend California State Association of Counties (CSAC) Training and CSAC Annual Meeting; Directing Auditor to Pay Registration and Reasonable Expenses Claimed from Travel; and Appropriating Funds from Contingency to Travel ($1,500) (4/5ths Vote Required) (County Administrative Officer)

BOARD ACTION: (M) Parker, (S) Balmain, Res. 94-506 adopted. Discussion was held concerning status of the travel accounts for each district. Ayes: Baggett, Balmain, Erickson, Parker; Excused: Taber. Board concurred with authorizing the County Administrative Officer to approve transfer of funds within the Board of Supervisors' budget between district travel accounts.

cc: Ken Hawkins, Auditor
File