

DEPARTMENT: Administration/Personnel BY: Catherine Harmon PHONE: 966-5694

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes: ___ No: X)

Adopt this resolution approving the transfer of \$400.00 from Personnel Budget Item 001-102-2-170 to Personnel Budget Item 001-102-4-379 as detailed on the attached Budget Action Form. The current request is for a file cabinet with a cost of \$284.87, tax \$22.08, and freight \$65.42 for a total of \$372.37. With freight and tax costs, the amount is over \$300.00 requiring Board approval for the transfer.

BACKGROUND AND HISTORY OF BOARD ACTIONS: This file cabinet is required to store confidential records and materials in the Personnel Office. The Board has approved similar transfers in previous actions.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve this transfer which would cause unprotected storage of confidential documents.

COSTS: () Not Applicable
A. Budgeted current FY \$ _____
B. Total anticipated costs \$400.00
C. Required Add'l funding \$ _____
D. Source: _____

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

SOURCE: () 4/5ths Vote Required
A. Internal transfers \$400.00
B. Unanticipated revenues \$ _____
C. Reserve for contingency \$ _____
D. Description: _____
Balance in Reserve for Contingencies, if approved: \$ _____


CLERK'S USE ONLY:
Res. No.: 92-57
Ord. No.: _____
Vote - Ayes: 4 Noes: _____
Absent/Abstained: _____
Approved () Denied
() Minute Order Attached

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:
 Recommended
 Not Recommended
 For Policy Determination
 Submitted with Comment
 Returned for Further correct copy of

The foregoing instrument is a the original on Action file in this office.

Date: _____
ATTEST: MARGIE WILLIAMS
Clerk of the Board of Supervisors
County of Mariposa, State of CA
By: _____
Deputy

Comment: _____

A.O. Initials: 

BE IT RESOLVED by the Board of Supervisors of Mariposa County, a political subdivision of the State of California, that pursuant to the provisions of the Government Code of the State of California, Sections 29120 et seq., the following APPROPRIATIONS and/or TRANSFERS within the Budget of the County of Mariposa are hereby adopted:

<u>Department</u>	<u>APPROPRIATIONS (4/5ths Vote Required)</u> <u>Item</u>	<u>Account No.</u>	<u>Amount</u>
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<u>Department</u>	<u>TRANSFERS (3/5ths Vote Required)</u> <u>Item</u>	<u>Account No.</u>	<u>Amount</u>
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Personnel	Office Expense	From: 001-102-2-170	\$400.00
	Fixed Assets	To: 001-102-4-379	\$400.00