RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes____ No____)

The decision to move the offices was made without consulting with me. It was impossible to foresee all problems and solutions needed in relation to that move. The purchase of the privacy shield/baffle, for $221.24, and the printer sound enclosure, for $888.90, were directly related to the move. The room is very small and when the printer was operating the sound trebled making it impossible to hear the phones and to perform essential duties.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Other expenses generated by the move have been paid.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Request an appropriation from contingency.

COSTS: ( ) Not Applicable
A. Budgeted current FY $____________
B. Total anticipated costs $1,110.14
C. Required additional funding $____________
D. Internal transfers $____________

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

CLERK'S USE ONLY:
Res. No.: 92-624 Ord. No. ______
Vote - Ayes: 5 Noes: ______
Absent: ______ Abstained: ______
Approved ( ) Denied ( ) Minute Order Attached ( ) No Action necessary

The foregoing instrument is a correct copy of original on file in this office.

Date: ______

ATTEST: MARGIE WILLIAMS, Clerk of the Board
County of Mariposa, State of California
By: ______
Deputy

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
MARIPosa COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO:       EVELYN BILLINGS, AUDITOR

FROM:     MARGIE WILLIAMS, CLERK OF THE BOARD

RE:       MOVING BUDGET

THE BOARD OF SUPERVISORS OF MARIPosa COUNTY, CALIFORNIA

ADOPTED THIS Order on November 24, 1992

ACTION AND VOTE:

10:01 a.m. Lynne Robinson, County Clerk;
Resolution Transferring Funds through Contingencies for
Costs Related to Move of County Clerk's Office from
Courthouse Move Budget to County Clerk's Budget
($1,111) (4/5ths Vote Required)
BOARD ACTION: Lynne Robinson and Evelyn
Billings/Auditor, provided input. (M)Baggett,
(S)Taber, Res. 92-624 adopted approving request.
Motion was amended, agreeable with maker and second,
providing direction for Auditor to transfer funds from
the moving budget to the various departments for the
purchase of fixed assets which were approved during the
move process/Ayes: Unanimous.

cc: Lynne Robinson, County Clerk
Larry Pollard, Public Works Director
John McCamman, Administrative Officer
Mickie Romeike, Assistant County Clerk
George Griffith, District Attorney
File
**BUDGET ACTION FORM**

DEPT/DIV: County Clerk  CONTACT: Lynne Robinson

**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 budget, or in any one fund of the budget, or appropriating 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>303-100-4-323</td>
<td>Capitol Project - Moving Fund</td>
<td>($1,111)</td>
</tr>
<tr>
<td>001-103-6 000</td>
<td>General Contingency</td>
<td>$1,111</td>
</tr>
<tr>
<td>001-103-6 000</td>
<td>General Contingency</td>
<td>($1,111)</td>
</tr>
<tr>
<td>001-120-4-379</td>
<td>Fixed Asset - Sound Enclosure</td>
<td>$ 889</td>
</tr>
<tr>
<td>001-120-4-378</td>
<td>Fixed Assets - Privacy Shield</td>
<td>$ 222</td>
</tr>
</tbody>
</table>

Justification: ____________________________________________________________

Department Head Signature: ______________________ Date: 11-17-92

Approved By: Res. No. 92-624  Clerk: Date: 11-24-92
Administrator: ___________________________ Date: ___________________________
Auditor: ___________________________ Date: ___________________________

AUDITOR'S USE ONLY:
Description: ___________________________________________ Transfer No.: ________
B.R. No.: ___________________________
MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: LYNNE ROBINSON, COUNTY CLERK
FROM: MARGIE WILLIAMS, CLERK OF THE BOARD
RE: ELECTIONS BUDGET APPEALS

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA

ADOPTED THIS Order on September 21, 1992

ACTION AND VOTE:

Elections - Lynne Robinson/County Clerk, provided input. Board concurred with not funding appeal for voter outreach and election computer; with funding FAX machine with $2,900; utilizing and savings in the funding allocated to the move of the offices for a printer cover; and reviewing request for a personal computer in the Data Processing budget.

cc: Auditor
Data Processing
File