DEPARTMENT: Agricultural Commissioner/Sealer  
BY: Cathi Boze  
PHONE: 966-2075

RECOMMENDED ACTION AND JUSTIFICATION:

Approve Budget Action transferring funds between Fixed Assets Account and the Trapper Account of the Agricultural Commissioner/Sealer to purchase a laptop computer for workshop presentations and conferences.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

None

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

None.

Financial Impact? ( ) Yes ( x ) No  
Current FY Cost: $2500  
Annual Recurring Cost: $ 0

Budgeted In Current FY? ( ) Yes ( x ) No  
Partially Funded

Amount in Budget: $  
Addiitonal Funding Needed: $2500  
List Attachments, number pages consecutively

Source:  
Internal Transfer  
Unanticipated Revenue  
Transfer Between Funds  
Contingency  
( ) General  ( ) Other

4/5's vote  
4/5's vote  
4/5's vote  

CLERK’S USE ONLY:
Res. No.:  
Vote – Ayes:  
Absents:  
( ) Approved  
( ) Minute Order Attached  ( ) No Action Necessary

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

Revised Dec. 2002
## BUDGET ACTION FORM

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
<th>DECREASE</th>
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<td>0235-561</td>
<td>0450</td>
<td>County Vehicle</td>
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<td>$1,000</td>
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<td>0235-561</td>
<td>0491</td>
<td>Personal Vehicle</td>
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<td>$1,500</td>
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<td>0235-561</td>
<td>0642</td>
<td>Computer Equipment</td>
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<td>0104</td>
<td>414-1090</td>
<td>GENERAL CONTINGENCY</td>
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</tbody>
</table>

**TOTAL**  
$2,500  
$2,500

## TRANSFER BETWEEN FUNDS

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<tr>
<th>TRANSFER BETWEEN FUNDS</th>
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**TOTALS**  
$0  
$0

**ACTION REQUESTED:** (Check all that apply)

( ) 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;

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

**JUSTIFICATION:** Purchase a laptop to use at workshop presentations and at conferences for note taking.

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**DEPT HEAD SIGNATURE**  
Missy B. Hendon  
**DATE**  

**APPROVED BY RES NO.**  
CLERK  
**DATE**  

**AG. COMMISSIONER**  

Auditor processed per CAP on 5-28-04  

**AUDITOR'S USE ONLY**  
BA #  

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Budget Revision Form Revised 11/95
MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: CATHI BOZE, Agricultural Commissioner

FROM: MARGIE WILLIAMS, Clerk of the Board

SUBJECT: BUDGET ACTION TRANSFERRING FUNDS TO PURCHASE A LAPTOP COMPUTER
Resolution No. 04-254

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on June 1, 2004

ACTION AND VOTE:

B) Approve Budget Action Transferring Funds within the Agricultural Commissioner/Sealer Budget from Trapper to Fixed Assets to Purchase a Laptop Computer ($2,500)

BOARD ACTION: Discussion was held concerning the request and options for funding sources. (M)Pickard, (S)Balmain, Res. 04-254 was adopted approving the purchase and budget action, with direction for the County Administrative Officer to work with the Agricultural Commissioner to work out the budget transfer details, keeping in mind that the Trapper budget is subsidized by the County’s General Fund/Ayes: Unanimous.

cc: Rich Inman, County Administrative Officer
    Mary Hodson, Deputy County Administrative Officer
    Ken Hawkins, Auditor
    File