DEPARTMENT: Public Works/CSA

BY: James J. Petropulos
PHONE: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION:

Approve Budget Action transferring funds within the Coulterville Service Area budget from Contingency to Professional Services (sewer division) to cover anticipated expenditures through the end of the fiscal year.

Currently the only licensed wastewater operator in the Facilities division is the Facilities Maintenance Manager. Consequently, he is doing all the wastewater sampling required by State law. Since he has many responsibilities as manager, another employee is traveling to the treatment plant to do routine maintenance. We are in the process of trying to have other employees become certified in wastewater operations, so that the same person who does the wastewater sampling could also perform routine maintenance while at the plant. For the time being, we need to increase appropriations for Professional Services in the sewer division, and are requesting approval to move $7,032 that we have in contingency to that line item.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

From time to time the Board approves the transfer of contingency within a particular fund to cover additional expenditures.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve the requested budget action, which would not allow the Facilities division to be fully reimbursed for services they are providing to the district.

Financial Impact? (X) Yes ( ) No Current FY Cost: $7,032
Budgeted In Current FY? ( ) Yes ( ) No (X) Partially Funded
Amount in Budget: $ 20,500
Additional Funding Needed: $ 7,032
Source:
Internal Transfer
Unanticipated Revenue
Transfer Between Funds
Contingency (X) Other

list Attachments, number pages consecutively
1. Budget Action form

CLERK’S USE ONLY:
Res. No.: x Ord. No. _____
Vote – Ayes: 5 Noes: _____
Absent: _____
Approved
( ) 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
County of Mariposa, State of California
By: ______________
Deputy

COUNTY ADMINISTRATIVE OFFICER:
Requested Action Recommended
No Opinion
Comments:

CAO: __________

Revised Dec. 2002
# BUDGET ACTION FORM

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<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
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**GENERAL CONTINGENCY**

**TRANSFER BETWEEN FUNDS**

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**TOTAL** 7,032  7,032

**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;

**JUSTIFICATION:** To allow for reimbursement of services provided to the District.

**DEPT HEAD SIGNATURE**

**DATE** 06/01/04

**APPROVED BY RES NO.**

**DATE** 6-15-04

**314 Coulterville Service Area**

**AUDITOR'S USE ONLY**

**BA#**

Budget Action Form Revised 11/95