DEPARTMENT: Treas. Tax Coll./County Clerk          BY: Marjorie J. Wass
PHONE: 966-2621

RECOMMENDED ACTION AND JUSTIFICATION:

Approve fund transfers totaling $8631.00 from expense items to fixed assets and authorize the Treasurer/Tax Collector/County Clerk to purchase , (1) computer, and (6) flat screen monitors.

Replace the oldest computer in the Tax office with a new cpu and monitor.

The new monitors will add work space to employees desks.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board has previously supported replacing older office equipment.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION: 

Financial Impact? ( ) Yes (X) No  Current FY Cost: $ 5100.00  Annual Recurring Cost: $ 0
Budgeted In Current FY? (X) Yes ( ) No ( ) Partially Funded
Amount in Budget: $8631.00
Additional Funding Needed: $0
Source:
Internal Transfer X
Unanticipated Revenue 4/5's vote
Transfer Between Funds 4/5's vote
Contingency 4/5's vote
( ) General ( ) Other

CLERK'S USE ONLY:  
Res. No.: 04-885  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
MEMORANDUM

Date: May 5, 2004

To: Board of Supervisors

From: Marjorie J. Wass, Treasurer – Tax Collector – County Clerk

Re: Consent Item Changes

Please replace the current Budget Action Form in your package with the one attached. The initial request contained $2900.00 for a new duplex laser printer. Rick Peresan has suggested an affordable alternative by converting our existing copier machine. Currently two other offices are using their copier for laser printing with good results.

1) Changes were made to the Agenda Action Form and the dollar figure should be changed from $8631.00 to $5731.00.

2) Changes were made to the Budget Action Form. Maintenance of Equipment and Elections Clerk I/II were changed as was Fixed Assets to reflect a more equitable distribution between departments for the purchase of the flat screen monitors and the Tax computer.
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<thead>
<tr>
<th>FUND</th>
<th>DEP/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
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**TOTALS**  5,731  5,731

**TRANSFER BETWEEN FUNDS**

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<th>CREDIT</th>
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**TOTALS**

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 transferring appropriation from 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  Purchase computer for Tax office and flat screen monitors.

DEPT HEAD SIGNATURE  [Signature]  DATE  5-5-04

APPROVED BY RES NO.  CLERK  DATE

DEPARTMENT  Treasurer - Tax Collector - County Clerk

AUDITOR'S USE ONLY

BA #

Budget Revision Form Revised 07/2000