DEPARTMENT: Public Works/Facilities

RECOMMENDED ACTION AND JUSTIFICATION:

Approve budget action transferring $4,000 within the Facilities Maintenance budget from Maintenance of Buildings (line #04-13) to Rents/Leases of Equipment (line #04-30) to cover anticipated equipment rental costs.

Each year the Facilities Maintenance division rents equipment to accomplish routine tasks, make necessary repairs and accommodate requests for improvements at County facilities including the parks. A Man-lift is needed in order to change bulbs in light poles; trenchers are sometimes required to repair or install pipe lines or irrigation systems; augers are used to drill holes for installing posts in parking areas, etc. (County owned equipment is used whenever possible to accomplish required work, but not all the equipment needed is available.) We are requesting approval to transfer $4,000 from the Maintenance of Buildings line item to the Rents/Leases of Equipment line item to cover anticipated equipment rental costs for the remainder of the fiscal year.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board routinely approves transfers within budget units that do not change the overall budget.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve the requested budget action, which would not allow us to rent equipment needed to perform upcoming maintenance tasks.

Financial Impact? ( ) Yes ( ) No  Current FY Cost: $4,000
Budgeted In Current FY? ( ) Yes ( ) No ( ) Partially Funded
Amount in Budget: $4,600
Additional Funding Needed: $4,000
Source:
  Internal Transfer X
  Unanticipated Revenue
  Transfer Between Funds
  Contingency
  ( ) General ( ) Other

List Attachments, number pages consecutively
1. Budget Action Form

CLERK'S USE ONLY:
Res. No.: ______ Ord. No. ______
Vote – Ayes: ______ Noes: ______
Absent: ______
( ) 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

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
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<th>DECREASE</th>
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<td>473-0430</td>
<td>Rents/Leases of Equipment</td>
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<td>473-0413</td>
<td>Maintenance of Buildings</td>
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### TRANSFER BETWEEN FUNDS

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<td>GENERAL CONTINGENCY</td>
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**TOTAL**: 4,000  

**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 additional equipment rental costs.

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**DEPT HEAD SIGNATURE**

**DATE**: 01/22/04

**APPROVED BY RES**: CLERK

**DATE**: 2-10-04

**0128 Facilities**

**AUDITOR'S USE ONLY**

**BA#**

Budget Action Form Revised 11/95