

DEPARTMENT:
Ag Commissioner

BY:
Cathi Boze

PHONE:
966-2075

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes ___ No x)

Transfer of \$1500 from Account #001-0235-561-0450 - Vehicle Maintenance to Account #001-0235-561-0417 - Office Expense to replace temporary bookcases with permanent bookcases for safety issue as per risk management.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Current bookcases are composed of screen bricks and boards, and pose a safety issue. These funds will be used to purchase permanent bookcases for the office to replace those in use.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

If the funds are not transferred, the bookcases will not be replaced and the unsafe condition will continue.

COSTS: () Not Applicable

A. Budgeted current FY	\$ -0-
B. Total anticipated costs	\$ 1500
C. Required additional funding	\$ 1500
D. Internal transfers	\$ 1500

SOURCE: () 4/5ths Vote Required

A. Unanticipated revenues	\$
B. Reserve for contingencies	\$
C. Source description:	

Balance in Reserve for Contingencies, if approved: \$

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:
Budget action form

CLERK'S USE ONLY:

Res. No.: 02-200 Ord. No. _____
 Vote - Ayes: 5 Noes: _____
 Absent: _____ Abstained: _____
 Approved _____ Denied _____
 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

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: MB

BUDGET ACTION FORM

FUND	DEPT/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
001	0235	561-0450	VEHICLE MAINT			1500 -
001	0235	561-0417	Office Expense		1500 -	
001	0104	414-1090	GENERAL CONTINGENCY			
TOTAL					\$0	\$0

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

JUSTIFICATION: REPLACEMENT OF BOOKCASES WITH PERMANENT BOOK CASES AS PER RISK MANAGEMENT ASSESSMENT - SAFETY ISSUE.

DEPT HEAD SIGNATURE Carol Boze for DONALD CRIFE DATE 5-29-02
 APPROVED BY RES NO. 02-200 CLERK MWJ DATE 6-11-02

Department: AGRICULTURAL COMMISSIONER

AUDITOR'S USE ONLY BA #
