

MARIPOSA COUNTY  
BOARD OF SUPERVISORS

AGENDA  
ACTION FORM

AGENDA DATE: Nov. 6, 2001  
AGENDA ITEM NO.: CA-1

DEPARTMENT: Planning

By: Eric Jay Toll, Director

Phone: 966-5151

(Policy Item: Yes \_\_\_ No X)

RECOMMENDED ACTION AND JUSTIFICATION:

Increase budget Revenue line item 001-0249-307-8706 for Public Record Act Requests and appropriations line item 001-0249-575-0441 Public Records Expense in the amount of \$5,000.00 each.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Public requests for Silvertip Village Resort have run into the thousands of dollars. For this reason, we need to track revenue and expenses separately.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Continued request for extensive office work would result in depleting our regular office expense budget.

<p>COSTS: ( X ) Not Applicable</p> <p>A. Budgeted current FY \$ 0</p> <p>B. Total anticipated Costs \$ 5,000.</p> <p>C. Required additional funding \$</p> <p>D. Internal transfers \$</p> <p>COSTS: ( ) 4/5th Vote Required</p> <p>A. Unanticipated revenues \$ 5,000.</p> <p>B. Reserve for contingencies \$</p> <p>C. Source description: _____</p> <p>Balance in Reserve Contingencies, If Approved: \$ 0</p>	<p>SPECIAL INSTRUCTIONS:</p> <p>List the attachments and number the pages consecutively:</p> <p>1.</p> <p>2.</p>
<p><b>CLERK'S USE ONLY</b></p> <p>Res. No.: 01-301</p> <p>Vote - Ayes: 4</p> <p>Absent: <i>Railly</i></p> <p>Approved <input checked="" type="checkbox"/> Denied <input type="checkbox"/></p> <p><input type="checkbox"/> Minute Order Attached <input type="checkbox"/> No Action Necessary</p> <p>The foregoing instrument is a correct copy of the original on file in this office.</p> <p>Date: _____</p> <p>MARGIE WILLIAMS, Clerk of the Board</p> <p>By: _____</p> <p>Deputy</p>	<p><b>ADMINISTRATIVE OFFICER'S RECOMMENDATION:</b></p> <p>This item on agenda as:</p> <p><input type="checkbox"/> Recommended</p> <p><input type="checkbox"/> Not Recommended</p> <p><input type="checkbox"/> For Policy Determination</p> <p><input type="checkbox"/> Returned for Further Action</p> <p>Comment: _____</p> <p>ATTEST: _____</p> <p>A.O. Initials: <i>JTW</i></p>



# MARIPOSA PLANNING

## COUNTY OF MARIPOSA

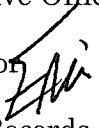
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Eric Jay Toll, Director  
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## MEMORANDUM

Date: October 18, 2001

To: Board of Supervisors  
County Administrative Officer

From: Eric Jay Toll, Director 

Topic: Creation of "Public Records Act Requests" revenue and expense account

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With the number of Public Records Act (PRA) requests for information about SilverTip, the Planning Department has expended in excess of \$1,000 in copy costs alone in September. Our typical month is in the \$500 range. These costs are based on requests *prior to* the close of public comments.

One of the four law firms involved in this project has asked us to supply them once each month with any new material received for the SilverTip Resort.

While we do collect revenue for these costs, our budget line items are depleted for these unusual and expensive demands. However, the revenue does not replenish the line items.

Staff is requesting a new line item for PRA requests. All expenses associated with this line item are offset by equal revenue requests. This allows us to serve the public's special needs without depleting our operational needs.

The \$5,000 revenue and expense estimates are based on our best projections of the various requests associated with this project, the General Plan, and the pending Vallecito Specific Plan for this fiscal year.

If you have any questions, please call me at 966-0302.

Our Mission is to provide our clients with professional service and accurate information in a respectful, courteous, and enthusiastic manner resulting in a well-planned rural environment.

## BUDGET ACTION FORM

FUND	DEPT/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
001	0249-307	8706	Public Record Act Request		(\$5,000)	
001	0249-575	0441	Public Record Act Expense		\$5,000	
001	0104	414-1090	GENERAL CONTINGENCY			
<b>TRANSFER BETWEEN FUNDS</b>					<b>DEBIT</b>	<b>CREDIT</b>

**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 with a budget unit;

**JUSTIFICATION:** Public request for Silver Tip Village Resort have run into the thousands of dollars. For this reason, we need to track revenue and expenses seperately.

DEPT HEAD SIGNATURE \_\_\_\_\_ DATE 10/15/01  
 APPROVED BY RES NO. 01-301 \_\_\_\_\_ CLERK \_\_\_\_\_ DATE 11-6-01

**AUDITOR'S USE ONLY**  
 BA#