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

Resolution transferring funding from Benefit Line Item 001-0212-517.03-01 ($1,455) and from Salary Line Item/Office Assistant 001-0212-517.01-99 ($2,377) to Professional Services Line Item 001-0212-517.04-18 ($3,832).

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Funding will be utilized for a current Office Assistant II vacancy within the Criminal Division.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
Staff shortage, requiring overtime.

COSTS:

A. Budgeted Current FY $ 
B. Total Anticipated Costs $ 
C. Required Additional Funding $ 
D. Internal Transfers $ 3,832

SOURCE:

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:

CLERKS USE ONLY:

Vote - Ayes: ___ 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: 

CAO's Initials: 

Action Form Revised 5/92
<table>
<thead>
<tr>
<th>FUND</th>
<th>DEP/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
<th>DECREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>0212</td>
<td>517.03-01</td>
<td>BENEFITS</td>
<td>DA-0003</td>
<td></td>
<td>$1,455</td>
</tr>
<tr>
<td>001</td>
<td>0212</td>
<td>517.01-99</td>
<td>SALARY/OAII</td>
<td>DA-0003</td>
<td></td>
<td>2,377</td>
</tr>
<tr>
<td>001</td>
<td>0212</td>
<td>517.04-18</td>
<td>PROFESSIONAL SERV.</td>
<td>DA-0003</td>
<td>$3,832</td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0104</td>
<td>414-1090</td>
<td>GENERAL CONTINGENCY</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

**TRANSFER BETWEEN FUNDS**

<table>
<thead>
<tr>
<th>DEBIT</th>
<th>CREDIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>$3,832</td>
<td>$3,832</td>
</tr>
</tbody>
</table>

**TOTALS**

<table>
<thead>
<tr>
<th>DEBIT</th>
<th>CREDIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>$3,832</td>
<td>$3,832</td>
</tr>
</tbody>
</table>

**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.

(X) 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**

Existing vacancy and above action will be utilized for temporary support staff.

**DEPT HEAD SIGNATURE**

**DATE** 11-19-99

**APPROVED BY RES NO.** 12-2-99

**AUDITOR'S USE ONLY**

**BA #**

Budget Revision Form Revised 04/98