

RECOMMENDED ACTION AND JUSTIFICATION:

(Policy Item: Yes No)

Approve Budget Transfer using salary savings to purchase a new computer for the County Administrative Officer. The Board recently appointed a new County Administrative Officer who will assume this position on December 18, 2000. The job duties and responsibilities of this position requires a computer with sufficient memory and speed to process detailed spread sheets and to download budget information from the H.T.E. system to the Excel software program. This information will be used to develop, prepare, and monitor the annual County budget. The computer that is currently available to the County Administrative Officer is approximately 5 years old and does not have sufficient memory or the hard drive necessary to perform the job duties required of the position.

By approving the budget transfer now, it will be possible for Data Processing to have the new computer in place by January 2, 2001, for use by the County Administrative Officer.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board has approved budget transfers in the past in order to purchase equipment necessary to carry out county functions and responsibilities.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve the Budget Transfer. The County Administrative Officer will be unable to download essential budget information onto their computer.

COSTS:	() Not Applicable		SPECIAL INSTRUCTIONS:
A.	Budgeted Current FY	\$ -0-	List the attachments and number the pages consecutively:
B.	Total Anticipated Costs	\$ 2,200	Budget Transfer
C.	Required Additional Funding	\$ -0-	
D.	Internal Transfers	\$ 2,200	
SOURCE:	() 4/5ths Vote Required	\$	
A.	Unanticipated Revenues	\$	
B.	Reserve for Contingencies	\$	
C.	Source Description: _____		
Balance in Reserve for Contingencies ,if approved:			

CLERKS USE ONLY:

Res. No. 00-414 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: _____

CAO's Initials: MH

BUDGET ACTION FORM

FUND	DEPT/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
001	0102-412	01.01	County Admin. Officer			\$2,200
001	0102-412	06.77	Computer		\$2,200	
001	0104	414-1090	GENERAL CONTINGENCY			
				TOTAL	\$2,200	\$2,200

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;

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

JUSTIFICATION: Use salary savings to purchase a computer for the new County Administrative Officer.

DEPT HEAD SIGNATURE Mary B. Hudson DATE _____

APPROVED BY RES NO. 00-414 CLERK [Signature] DATE 12-5-00

AUDITOR'S USE ONLY BA #
