

DEPARTMENT: County Counsel BY: Jeffrey G. Green PHONE: 966-3222

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes\_\_\_ No\_X)

Contained within the confines of the new Government Center is vault storage for archival records, such as historic meeting minutes of the Board of Supervisors, Board resolutions, and back issues of the Mariposa Gazette. At the present time, archival records are stored in the vault located in the Courthouse. With the imminent completion of the Government Center, the old records will be moved from the Courthouse to the Government Center. Volunteer historians will be needed to move the old records from the Courthouse vault to the vault in the Government Center. These volunteers will also develop a list of the moved materials for use by staff. In order that this activity as well as the volunteers are covered through the County's insurance, authority is requested to consider this a County-sponsored activity.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

None on this action.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

A negative action will result in no insurance coverage for this highly significant activity.

COSTS: (X) Not Applicable

A. Budgeted current FY \$ \_\_\_\_\_

B. Total anticipated costs \$ \_\_\_\_\_

C. Required additional funding \$ \_\_\_\_\_

D. Internal transfers \$ \_\_\_\_\_

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:

None.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CLERK'S USE ONLY:

Res. No.: 98-384 Ord. No. \_\_\_\_\_

Vote - Ayes: \_\_\_\_\_ Noes: \_\_\_\_\_

Absent: \_\_\_\_\_ Abstained: \_\_\_\_\_

( ) Approved ( ) Denied

(X) 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

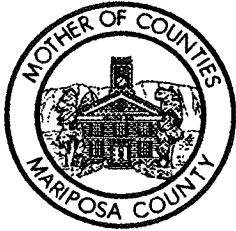
Submitted with Comment

Returned for Further Action

Comment: \_\_\_\_\_

\_\_\_\_\_

A.O. Initials: JK



# COUNTY of MARIPOSA

P.O. Box 784, Mariposa, CA 95338 (209) 966-3222

PATTI A. REILLY, CHAIR  
BOB PICKARD, VICE-CHAIRMAN  
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DISTRICT V  
DISTRICT II  
DISTRICT III  
DISTRICT IV



## MARIPOSA COUNTY BOARD OF SUPERVISORS

### MINUTE ORDER

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TO: JEFFREY G. GREEN, County Counsel  
FROM: MARGIE WILLIAMS, Clerk of the Board *MW*  
SUBJECT: Moving Archival Records from Courthouse Vault to Government Center Vault; Res. 98-384

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THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on October 13, 1998

#### ACTION AND VOTE:

Resolution Authorizing the Move of Archival Records from the Courthouse Vault to the Government Center Vault by Volunteer Historians, a County-Sponsored Activity for Insurance Purposes (County Counsel)

**BOARD ACTION:** Discussion was held. Jeff Green, County Counsel, requested that the action approving the resolution also include the moving of the records at Public Works that belong to the Assessor/Recorder. Direction was given for Public Works to designate someone in their department to work with Scott Pinkerton/historian, and the Assessor/Recorder and the Clerk of the Board to move the records. (M)Pickard, (S)Balmain, Res. 98-384 adopted authorizing the move of archival records from the Courthouse vault and at Public Works to the Government Center vault as requested. Supervisor Reilly asked about the status of review of the vault and resolving the issue of accessing the high shelving. Ayes: Reilly, Balmain, Parker, Pickard; Excused: Stewart.

cc: Janet Hogan, County Administrative Officer  
Gary Estep, Assessor/Recorder  
Mike Edwards, Public Works Director  
File