DEPARTMENT: County Counsel  By: Jeffrey G. Green  PHONE: 209/966-3222

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

Adopt this resolution approving attached Budget Action Form transferring unused funds from fixed asset line item for P.C. Computer System to Publications/Legal Notices.

Additional funds are required in the Publications/Legal Notices line item because of extraordinary advertising expenses incurred in connection with the recent recruitment for the position of County Librarian.

BACKGROUND AND HISTORY OF BOARD ACTIONS: Previously this year, the Board approved transfer of funds from other line items in the budget for the Personnel Office for the purchase of a new P.C. The exact cost of the computer and required software was not specifically known at that time. The invoices for that system have now been received and paid leaving a fund surplus that can be utilized to offset the additional advertising expense.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve this requested budget transfer. A negative balance will result in the line item for Publications/Legal Notices.

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:

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: ___________________________

Action Form Revised 5/92
## BUDGET ACTION FORM

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>INCREASE</th>
<th>DECREASE</th>
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<tbody>
<tr>
<td>001</td>
<td>0115</td>
<td>441-0679</td>
<td>P.C. Computer System</td>
<td></td>
<td>$500</td>
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<tr>
<td>001</td>
<td>0115</td>
<td>441-0429</td>
<td>Publications/Legal Notice</td>
<td></td>
<td>$500</td>
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</table>

### GENERAL CONTINGENCY

104  414-1090  GENERAL CONTINGENCY

### TRANSFER BETWEEN FUNDS

<table>
<thead>
<tr>
<th>TRANSFER BETWEEN FUNDS</th>
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</tr>
</thead>
</table>

### TOTALS

| TOTALS | $500 | $500 |

### ACTION REQUESTED

- [ ] 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

Additional funds are required in the Publications/Legal Notices line item because of extraordinary advertising expenses incurred in connection with the recent recruitment for the position of County Librarian.

### DEPT HEAD SIGNATURE

[Signature]

### DATE

June 11, 1998

### APPROVED BY RES NO.

[No. 78-235]

### CLERK

[Signature]

### DATE

6-23-98

### PERSONNEL

**AUDITOR'S USE ONLY**

BA #