

MARIPOSA COUNTY  
BOARD OF SUPERVISORS

AGENDA  
ACTION FORM

94-217  
14  
DATE: June 8, 1994  
AGENDA ITEM NO.: CA-17

DEPARTMENT: Superior Court

BY: R. L. McMechan

PHONE: 966-2005

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

Approve transfer of funds for purchase of typewriter.  
Current typewriter is over 17 years old and has been requiring repair at least once a month for the last few months. Typewriter is necessary for clerk to perform duties in job description.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Board has approved requests for replacement worn out equipment

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

NEGATIVE ACTION: Clerk will be unable to perform the duties required for the position in a timely and efficient manner.

COSTS: (X) Not Applicable		
A. Budgeted current FY	\$	_____
B. Total anticipated costs	\$	650
C. Required additional funding	\$	_____
D. Internal transfers	\$	650
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:

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

CLERK'S USE ONLY:  
Res. No.: 94-217 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: \_\_\_\_\_

A.O. Initials: RL

BUDGET ACTION FORM

DEPT/DIV: Superior Court

CONTACT: Hon. Richard L. McMechan

DATE: June 6, 1994

PHONE: 966-2005

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 to another, or between categories within a budget unit;
- ( ) Transfer by Administrator: Moving existing appropriations within a single budget category between line items (i.e. services and supplies, etc.)
- ( ) Transfer by Auditor: Moving salaries between line items to accommodate variances internal to salaries; OR transfers within the County budget under \$50.00 to accommodate minor variations from the budget.

<u>FUND/DEPT/ACCT NO.</u>	<u>LINE ITEM DESCRIPTION</u>	<u>AMOUNT (FROM)/TO</u>
001-0201-511-0419	Court Investigator	( \$ 650 )
001-0201-511-0678	Fixed Asset - Typewriter	650

Justification: Present typewriter is 17 years old and has been requiring repair at least once a month for last three months. Typewriter is necessary to complete work required of a court clerk

Department Head Signature: [Signature] Date: 06/07/94

Approved By: Res. No. 94-217 Clerk: [Signature] Date: 6-14-94  
 Administrator: \_\_\_\_\_ Date: \_\_\_\_\_  
 Auditor: \_\_\_\_\_ Date: \_\_\_\_\_

AUDITOR'S USE ONLY:

Description: \_\_\_\_\_ Transfer No.: \_\_\_\_\_  
 \_\_\_\_\_ B.R. No.: \_\_\_\_\_