

94-506

**MARIPOSA COUNTY
BOARD OF SUPERVISORS**

**AGENDA
ACTION FORM**

DATE: 11/22/94
AGENDA ITEM NO.: 16

DEPARTMENT: Administration **BY:** Mike Coffield **PHONE:** 966-3222
County Administrative Officer

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes ___ No ___)
Resolution Authorizing Expenditures for Supervisors-Elect to Attend CSAC Training and CSAC Annual Meeting; Directing Auditor to Pay Registration and Reasonable Expenses Claimed from Travel; and Appropriating Funds from Contingency Travel (\$1,500)

BACKGROUND AND HISTORY OF BOARD ACTIONS:
Section 2.100.010 of the County Code authorizes expenses and reimbursements from the general fund for training and orientation for Supervisors-elect, including course fees, travel, per diem expenses, course materials, and consultant fees if authorized by the Board of Supervisors.

California State Association of Counties (CSAC) has a three part training session associated with the three meetings per year sponsored by CSAC for new supervisors with a registration fee for all three parts of \$350 each. In addition, supervisors-elect are invited to the annual conference with a registration rate of \$285 each.

Supervisors-elect Patti Reilly and Robert Stewart request that the Board authorize expenditures for attendance to these training sessions; Supervisor-elect Patti Reilly requests authorization for expenditures to the conference.

Supervisor-elect training was not anticipated in the budget. CSAC has changed past practice and increased the training sessions to three parts with an additional \$350 registration. Therefore, it is recommended by the Administrative Officer that funds be appropriated to the District 1 and District 3 travel line items for payment of the additional costs of these training sessions in the amount of \$750 to each District. The Administrative Officer further requests that the Board authorize payment of these expenses from the Travel line item of District 1 and District 3, respectively.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

1. If the Board does not authorize the expense, the Supervisors-Elect will be liable for expenses incurred in training.
2. If the Board does not appropriate the funds for Supervisor-elect training, there will be insufficient funds in the District 1 and District 3 Travel for the two new supervisors.

COSTS: () Not Applicable

A. Budgeted current FY	\$ 4,000
B. Total anticipated costs	\$ 1,970
C. Required additional funding	\$ 0
D. Internal transfers	\$ 0

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.: 94-506 Ord. No. _____

Vote - Ayes: _____ Noes: _____

 Absent: 4 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: MC

COUNTY OF
MARIPOSA

BUDGET ACTION FORM

DEPT/DIV: Board of Supervisors CONTACT: Mike Coffield

DATE: 11/22/94 PHONE: 966-3222

ACTION REQUESTED: (Check All That Apply)

- (x) 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;
- () 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.

FUND/DEPT/ACCT NO.	LINE ITEM DESCRIPTION	AMOUNT (FROM) / TO
001-099-000 ⁰¹⁰⁴⁻⁴¹⁴⁻¹⁰⁹⁰	General Contingency	(\$1,500)
001-0101-411-0451	District 1 Travel	750
001-0101-411-0453	District 3 Travel	750

Justification: Appropriation for costs of New Supervisor Training

Department Head Signature: _____ Date: _____
 Approved By: Res. No. 94-506 Clerk: hwd Date: 11-22-94
 Administrator: _____ Date: _____
 Auditor: _____ Date: _____

AUDITOR'S USE ONLY:

Description: _____ Transfer No.: _____
 B.R. No.: _____

MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: MIKE COFFIELD, County Administrative Officer
FROM: MARGIE WILLIAMS, Clerk of the Board *MW*
SUBJECT: Resolution Authorizing Expenditures for
Supervisors-Elect to Attend CSAC Training and
CSAC Annual Meeting
Resolution Number 94-506

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA,

ADOPTED THIS Order on November 22, 1994

ACTION AND VOTE:

Resolution Authorizing Expenditures for Supervisors-Elect to Attend California State Association of Counties (CSAC) Training and CSAC Annual Meeting; Directing Auditor to Pay Registration and Reasonable Expenses Claimed from Travel; and Appropriating Funds from Contingency to Travel (\$1,500) (4/5ths Vote Required) (County Administrative Officer)
BOARD ACTION: (M)Parker, (S)Balmain, Res. 94-506 adopted. Discussion was held concerning status of the travel accounts for each district. Ayes: Baggett, Balmain, Erickson, Parker; Excused: Taber. Board concurred with authorizing the County Administrative Officer to approve transfer of funds within the Board of Supervisors' budget between district travel accounts.

cc: Ken Hawkins, Auditor
File