

MARIPOSA COUNTY
BOARD OF SUPERVISORS

AGENDA
ACTION FORM

DATE: MAR 21 1995
AGENDA ITEM NO.: 7-A

DEPARTMENT: TAX COLLECTOR BY: Don Z. Phillips PHONE: 966-2621
RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: () Yes (X) No)

Recommend approval of transfer from Tax Collector's Cost Fund to Transportation and Travel, to be used on learning HTE software and for educational meetings on investments. Amount recommended is \$2,650.00.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

HTE is offering a training workshop in Long Beach where they will discuss at length many of the programs that we have on our mainframe computer. We feel that it is important that someone attend this workshop in order to better understand the programs, and to suggest and recommend changes that will benefit our departments. Also, because of the Orange County Treasurer's fiasco, the State and our Treasurer's Association are scheduling several training seminars on Treasury management, and investment of public funds, which is extremely important to attend.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

1. Approve request, and increase knowledge in use of the mainframe software, as well as speeding up the on-hands application.
2. Approve request, and increase knowledge on public fund investments, and treasury management, keeping our money safer.
3. Deny request, and operate status-quo

COSTS: () Not Applicable

A. Budgeted Current FY.....\$ _____

B. Total Anticipated Costs.....\$ _____

C. Required additional finding.....\$ _____

D. Internal Transfer.....\$ 2,650

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively.

SOURCE: () 4/5ths Vote Required

A. Unanticipated Revenues.....\$ _____

B. Reserve for Contingencies.....\$ _____

C. Source Description: _____

Balance left in Reserve for Contingencies, if approved:
\$ _____

CLERK'S USE ONLY:

Res. No.: 95-108 Ord. No. _____

Vote: Ayes: 3 Noes: _____

Absent: _____ Abstained: _____

(X) Approved () Denied

() Minute Order Attached () No Action Necessary

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
This item on agenda as:

Recommended

Not Recommended

For Policy Determination

Returned for Further Action

The foregoing instrument is a correct copy of the original on file in this office.

Comments: _____

Date: _____
ATTEST:

Margie Williams, Clerk of the Board
By: _____
Deputy

C.A.O. Initials: DW

COUNTY OF
MARIPOSA

BUDGET ACTION FORM

Dept./Div.: Treas-Tax Collector

Contact: Don Z. Phillips

Date: MAR 13 1995

Phone: 966-2830

ACTION REQUESTED: (Check all that apply)

- Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the 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;
- 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
172-1100-880-0787	Tax Collector's Cost Fund	<2,650.00>
001-0000-309-1600	General Transfers In	2,650.00
001-0000-309-1600	General Transfers In	<2,650.00>
001-0108-422-0449	Transportation and Travel	1,200.00
001-0108-422-0450	County Vehicle	1,450.00

Justification: \$1,450.00 for HTE Users group conference in Long Beach, CA on May 22-25 1995. This is an important workshop for users of the HTE software on the mainframe. This should be scheduled with other departments who wish to attend, to cut expenses. \$1,200.00 for travel to education seminars put on by the State of Calif. and the Association of County Treasurer's, as a result of the Orange County fiasco. These are extremely important for the education of proper investments, and continuing legislation proposals and changes being rapidly made. None of the above were budgeted for at the regular budget hearings.

Department Head Signature: _____

Date: MAR 13 1995

Approved by: _____

Administrator: _____

Auditor: _____

Clerk: _____

Date: _____

Date: _____

Date: _____

AUDITOR'S USE ONLY:

Description: _____

Transfer No.: _____

B.R. No.: _____