

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

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: Yes___ No_X_)

Adopt this resolution approving transfer of \$485.00 from Office Expense to Travel and Transportation within the Services and Supplies line items in the Personnel budget.

BACKGROUND AND HISTORY OF BOARD ACTIONS: Pursuant to Board direction in Resolution No. 94-412, Board approval is required to transfer funds into the Travel and Transportation line item.

This transfer is requested to permit the Personnel Analyst to attend the International Personnel Management Association's Western Region Conference for training. This year's conference in Sacramento affords an opportunity to take advantage of the scheduled training at a substantially lower travel cost than would be incurred at similar conferences held in more distant locations in the western United States. Funds for this transfer are available from an anticipated surplus available in the Office Expense line item, and an appropriation from other sources is not required to accommodate this request.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

- Do not approve this request.
- Direct that funds for this request be appropriated from some other source.

COSTS: () Not Applicable

A. Budgeted current FY	\$ 1,300.00
B. Total anticipated costs	\$ 1,781.19
C. Required additional funding	\$ 485.00
D. Internal transfers	\$ 485.00

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.: 95-249 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: W

COUNTY OF
MARIPOSA

BUDGET ACTION FORM

DEPT/DIV: Administrtrtion/Personnel CONTACT: Jeffrey G. Green
 DATE: June 6, 1995 PHONE: 966-3222

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>
001/0115-441-0417	Office Expense	\$(485.00)
001/0115-441-0449	Travel and Transportation	485.00

Justification: To permit the Personnel Analyst to attend the
International Personnel Management Association's Western Region
Conference for training.

Department Head Signature: _____ Date: _____
 Approved By: Res. No. 95-219 Clerk: [Signature] Date: 6-6-95
 Administrator: _____ Date: _____
 Auditor: _____ Date: _____

AUDITOR'S USE ONLY:

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