

DEPARTMENT: Public Works

BY: Dana Hertfelder

PHONE: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION:

Approve Budget Action transferring (\$7,000) within the Public Works Administration budget to purchase two new computers, cover anticipated overtime costs and appropriate funding for Extra Help.

We have an older desktop computer being used by the Accountant in the fiscal division of Public Works and response time on it is very slow. Technical Services increased the memory on the computer but it did not improve the performance as we hoped it would, so we now need to replace it. The Public Works Director is using an old laptop computer that we believe is at least 7-8 years old and also needs replacing. We looked for the purchase date of the laptop on our inventory records and didn't find it, so it may have been a hand-me-down to begin with.

In April we will be preparing our annual budget requests for the upcoming fiscal year and this usually requires a certain amount of overtime. Also, one of our staff members has a pending surgery that will cause them to be absent from work for a month or longer. We are requesting to fund Extra Help to cover for that person when they are gone.

We have salary savings from the vacant Assistant Director position to cover these needs.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board routinely approves transfers within budget units that do not change the overall budget.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve the requested action; we would be unable to purchase replacement computers, work staff overtime or hire Extra Help.

| | | |
|---|--------------------------|--|
| Financial Impact? (X) Yes () No | Current FY Cost: \$7,000 | Annual Recurring Cost: \$ |
| Budgeted In Current FY? () Yes (X) No () Partially Funded | | |
| Amount in Budget: \$ -0- | | List Attachments, number pages consecutively |
| Additional Funding Needed: \$7,000 | | 1. Budget Action |
| Source: | | |
| Internal Transfer <u> X </u> | | |
| Unanticipated Revenue _____ | 4/5's vote | |
| Transfer Between Funds _____ | 4/5's vote | |
| Contingency _____ | 4/5's vote | |
| () General () Other | | |

ResNo. 09-118

CLERK'S USE ONLY:

Res. No. 09-18

Ord. No. _____

Vote - Ayes: 5

Noes: _____

Absent: _____

MW Approved

() 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

COUNTY ADMINISTRATIVE OFFICER:

Requested Action Recommended

No Opinion

Comments:

CAO: *[Signature]*

