

DEPARTMENT: Personnel

BY: Jeffrey G. Green
PHONE: 966-3222

RECOMMENDED ACTION AND JUSTIFICATION:

Approve Budget Action transferring funds within the Personnel budget unit for a new computer and printer (\$2,000). The software versions in the computer are outdated which is causing maintenance problems and upgrading the software will require a large investment. The printer is much more advanced in age and is not producing a sufficient quality of work. The Technical Services Director has recommended this purchase and quoted a cost of \$1,550 for the PC/monitor, which includes a tape back-up drive. The cost of the printer is approximately \$450. Total cost for all items is \$2,000.

Because the Personnel Officer/Risk Manager position remains unfilled, there is a savings in the Training and Seminars line item to accommodate this request.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board has in the past approved similar requests for this department as well as other departments within the County.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

- Do not approve request, however, a negative action would result in Personnel's computer system limping along to a point wherein a larger investment would be necessary.

Financial Impact? (X) Yes () No Current FY Cost: \$2,000

Annual Recurring Cost: \$0

Budgeted In Current FY? () Yes (X) No () Partially Funded

Amount in Budget: \$ _____

List Attachments, number pages consecutively _____

Additional Funding Needed: \$2,000 _____

Source:

Budget Action Form _____

Internal Transfer X _____

Unanticipated Revenue _____ 4/5's vote

Transfer Between Funds _____ 4/5's vote

Contingency _____ 4/5's vote

() General () Other

CLERK'S USE ONLY:

Res. No.: 03-170 Ord. No. _____

Vote - Ayes: 5 Noes: _____

Absent: _____

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]

BUDGET ACTION FORM

FUND	DEPT/DIV	ACCOUNT	DESCRIPTION	INCREASE	DECREASE
001	0115	441-0490	Training and Seminars		\$2,000
001	0115	441-0642	Computer Equipment	\$2,000	
1	104	414-1090	GENERAL CONTINGENCY		
TRANSFER BETWEEN FUNDS					
TOTALS				\$2,000	\$2,000

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 another, or between categories within a budget unit;

JUSTIFICATION:

Because of the advanced age of the computer system and printer used by the Personnel/Risk Management Tech, replacements are needed.

DEPT HEAD SIGNATURE

[Handwritten Signature]

DATE: May 2, 2003

APPROVED BY RES NO.

03-170

CLERK

[Handwritten Initials]

DATE

5-20-03

PERSONNEL

<p>AUDITOR'S USE ONLY BA #</p>
