

DEPARTMENT: Planning

BY:
PHONE: 209-966-0302

RECOMMENDED ACTION AND JUSTIFICATION:

Transfer salary savings from Secretarial position to reimburse General Plan Professional Services for a Secretary from Boyer Temporary & Direct Placement.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Resignation of Secretary resulted in an immediate need for help. Personnel approved hiring from Boyer.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Alternative:

Financial Impact? <input checked="" type="checkbox"/> Yes (X) No	Current FY Cost: \$	Annual Recurring Cost: \$
Budgeted In Current FY? (X) Yes (<input checked="" type="checkbox"/>) No () Partially Funded		
Amount in Budget: \$ <u>305,000</u>		List Attachments, number pages consecutively
Additional Funding Needed: \$ <u>2,062</u>		1. Budget Action Form
Source:		
Internal Transfer <input checked="" type="checkbox"/>		
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.: 03-148 Ord. No. _____
 Vote - Ayes: 5 Noes: _____
 Absent: _____
 Approved
 Minute Order Attached () No Action Necessary

COUNTY ADMINISTRATIVE OFFICER:

Requested Action Recommended
 No Opinion
 Comments:

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

CAO: PAH

BUDGET ACTION FORM

FUND	DEP/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
001	0249	575-0185	Secretary			\$2,062
001	0249	579-0418	Professional Services		\$2,062	
001	0104	414-1090	GENERAL CONTINGENCY			
TOTALS					\$2,062	\$2,062

TRANSFER BETWEEN FUNDS					DEBIT	CREDIT
TOTALS						.

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 transferring appropriation from 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;

JUSTIFICATION: The resignation of our secretary resulted in an immediate need for help. Personnel approved hiring from Boyer Temporary Services using the Secretary's salary savings. Boyer was paid from General Plan Professional Services which needs reimbursement.

DEPT HEAD SIGNATURE _____ DATE _____
 APPROVED BY RES NO. 03-148 CLERK hww DATE 5-13-03

DEPARTMENT _____

AUDITOR'S USE ONLY BA #
