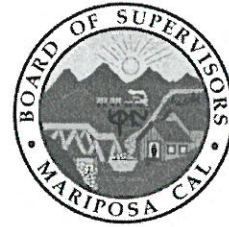




MARIPOSA COUNTY

Building · (209) 966-3934



RESOLUTION - ACTION REQUESTED 2013-535

MEETING: December 3, 2013

TO: The Board of Supervisors

FROM: Mike Kinslow, Building Director

RE: Approve Budget Action Transferring Funds for Extra-Help Purposes

RECOMMENDATION AND JUSTIFICATION:

Approve a budget action transferring funds within the Building Department budget to cover additional hours for an Extra-Help Office Assistant (\$1,392). The Extra-Help Office Assistant is a critical position in the Building Department and this office support allows staff to process permits in a timely manner.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

In the past, the Board has approved budget actions to ensure the level of service to the public is maintained.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION: Do not approve the budget action. The Department would be unable to extend the hours of the Extra-Help position and it may take longer to complete the paperwork for permits. This will significantly slow all phases of the permit process.

FINANCIAL IMPACT:


Funding is requested to be transferred from the Professional Services line item to the Extra-Help line item. The use of contracted services has been less than originally budgeted.

ATTACHMENTS:

Budget Action Form (PDF)

CAO RECOMMENDATION

Requested Action Recommended


Rick Benson, County Administrator

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER: Janet Bibby, District III Supervisor
SECONDER: Kevin Cann, District IV Supervisor
AYES: Stetson, Jones, Bibby, Cann, Carrier

BUDGET ACTION FORM

FUND	DEP/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
600	0236	562-0418	Professional Services			1,392
600	0236	562-0201	Extra Help		1,392	
001	0104	414-1090	Contingency			
Totals					1,392	1,392

TRANSFER BETWEEN FUNDS				DEBIT	CREDIT
TOTALS				0.00	0.00

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
- (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.

JUSTIFICATION: To approve the amended extra help hours and transer the monies required to cover the extended hours

DEPT HEAD SIGNATURE <u><i>[Signature]</i></u>	DATE <u>11/22/18</u>
APPROVED BY RES NO. <u>13-535</u> CLERK <u><i>[Signature]</i></u>	DATE
DEPARTMENT <u>Building</u>	AUDITOR'S USE ONLY
	BA #