

DEPARTMENT: Public Works

By: Marty Allan

Phone: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION:

(Policy Item: Yes \_\_\_ No X)

Approve Budget Action Transferring  
Resolution authorizing Public Works to transfer salary savings in the Fleet Budget to cover cost of extra-help due to vacant positions.

Vacancies currently are an Account Clerk III and an Equipment Mechanic. Extra-help has been hired in both of these positions pending filling of vacancies.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board routinely approves transfers of salary savings to cover cost of extra-help.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Negative action will make the line item have a negative balance.

COSTS: ( ) Not Applicable	
A. Budgeted current FY>	\$ 5,148
B. Total anticipated Costs>	\$ 16,526
C. Required additional funding>	\$ 11,378
D. Internal transfers>	\$ 11,378

SOURCE: ( ) 4/5th Vote Required	
A. Unanticipated revenues>	\$
B. Reserve for contingencies>	\$
C. Source description: >	
Balance in Reserve Contingencies, If Approved:	
\$	

SPECIAL INSTRUCTIONS:

List the attachments and number the pages consecutively:

1. Budget Action Form

CLERK'S USE ONLY

Res. No.: 00-386 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

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: \_\_\_\_\_

C.A.O. Initials: [Signature]

# BUDGET ACTION FORM

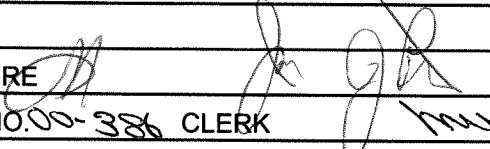
FUND	DEPT/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
700	0305	584-0158	Equipment Mechanics			4,378
700	0305	584-0197	Account Clerk III			7,000
700	0305	584-0201	Extra Help		11,378	
001	0104	414-1090	GENERAL CONTINGENCY			
<b>TRANSFER BETWEEN FUNDS</b>						
<b>TOTAL</b>					<b>11,378</b>	<b>11,378</b>

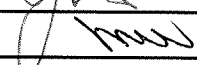
ACTION REQUESTED: (Check all that apply)

( ) 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;

JUSTIFICATION: See attached Board item.

DEPT HEAD SIGNATURE  DATE 10/24/00

APPROVED BY RES NO. 00-386 CLERK  DATE 11-14-00

**700-FLEET**

AUDITOR'S USE ONLY  
BA#