

Bd - Policy

Mariposa County Board of Supervisors



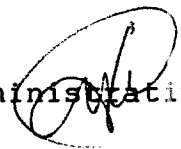
JOHN W. McCAMMAN
Administrative Officer

MARGIE WILLIAMS
Clerk of the Board

P. O. Box 784
MARIPOSA, CALIFORNIA 95338
(209) 966-3222

DISTRICT 1 ARTHUR G. BAGGETT, JR.
DISTRICT 2 SALLY S. PUNTE
DISTRICT 3 ERIC J. ERICKSON
DISTRICT 4 GEORGE P. RADANOVICH
DISTRICT 5 GERTRUDE R. TABER

April 10, 1989

TO: Department Heads
FROM: John W. McCamman, Administrative Officer 
SUBJECT: Attached Board Action

At the April 4, 1989 meeting of the Board of Supervisors, the Board delegated the authority to make budgetary revisions valued under \$50 to the Auditor. These revisions are restricted to within a category within a budget unit. That is, a revision under \$50 within services and supplies for an overage in memberships may be transferred out of office supplies by action of the Auditor.

The purpose of this item is to reduce the processing of paperwork for insignificant items which may come up from time to time.

C69JWM/vf
attachment



MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: EVELYN BILLINGS, AUDITOR/RECORDER
FROM: MARGIE WILLIAMS, CLERK OF THE BOARD *mw*
RE: ROUTINE AGENDA

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA

ADOPTED THIS Order on April 4, 1989

ACTION AND VOTE:

Routine Agenda - on motion of Baggett, seconded by Punte, the following items were approved:

1) waiver of second reading and adoption of Ordinance No. 745 amending County Health Code Section 13.08.120 to allow fifteen working days to correct violations;

2) approval of Yosemite Bank's request to conduct a one mile and a four mile road race in Mariposa - "Butterfly Days Run" as requested;

3) Res. No. 89-132 passed and adopted approving and authorizing Chairman to sign Addendum to Standard Agreement No. 87-38S regarding California State Mining and Mineral Exhibit Association and 35-A District Agricultural Association relative to rental rate schedule;

4) appointment of Gail Guaglianone as the northern Mariposa County Chamber of Commerce representative to the Coulterville TPA;

5) Res. No. 89-133 passed and adopted transferring funds (\$200) in Fish and Game budget for benefits for part-time game warden;

6) recommendation to award Bid No. 89-5, fire equipment, to L.N. Curtis and Sons;

8) Res. No. 89-135 passed and adopted designating the County Auditor as the County official to approve budget

transfers and revisions under \$50.00 within each budget unit; and

9) Res. No. 89-136 passed and adopted authorizing Chairman to sign Part-Time Employment Contract with Maureen Barnes/Auditor's Office, and Kathy Gould/Board of Supervisors-Administration. Ayes: Unanimous.

cc File
All Dept. **Heads**

**COUNTY OF MARIPOSA
AGENDA TRANSMITTAL FORM**

AGENDA OF (Date): 4/4/89

89-135

CLERK'S USE ONLY:

Received: 3-29-89

By: Blairde' Day

Agenda Item #: RA-8

Department:

Administration

By:

John W. McCamman

Phone:

966-3222

Approved By Department Head: [Signature]

AGENDA TITLE:

Resolution designating the County Auditor as the County official to approve budget transfers and revisions under \$50.

AGENDIZE AS:

Routine Action: X

Information: _____

Timed: _____

Attention: _____

IF TIMED:

() Public Hearing At _____

() Public Input Anticipated

___ Time Required

STAFF REVIEW REQUIRED:

ROUTE

AS TO FORM

REMARKS:

_____	County Counsel	_____
_____	Auditor	_____
_____	Personnel	_____
_____	Purchasing	_____
_____	Other	_____

SPECIAL INSTRUCTIONS TO CLERK:

- Rush! Need to have signed Documents by: _____
- Legal Publication Required
(This is responsibility of Department)
- Other (i.e., need cert. resolutions, and/or signed contracts) Send Copy of Action to:
Department Heads

CLERK'S USE ONLY:

FOR AGENDA OF: 4/4/89

Routine Action: ✓

Information: _____

Attention: _____

Timed: _____

Timed At: _____

**COUNTY OF MARIPOSA
AGENDA ACTION FORM**

CLERKS USE ONLY: Approved: mw
 Vote: Ayes: 5 Denied: _____
 Res/Ord #: 89-135 Date: 4-4-89
 Agenda Item #: RA-8 Minute Order

The following instrument is a correct copy of the original on file in this office.
 ATTEST: MARGIE WILLIAMS
 Clerk of the Board of Supervisors, County of Mariposa, State of California
 by _____ Deputy

Department: Administration By: John W. McCamman Phone: 966-3222

AGENDA TITLE:
 Resolution designating the County Auditor as the County official to approve budget transfers and revisions under \$50.

RECOMMENDED ACTION:
 Pass this resolution which provides a mechanism for the County Auditor to make transfers within the budget under \$50 in order to accommodate minor variations from the budget.

HISTORY OF BOARD ACTIONS:
 Resolution 85-225 (July 9, 1985) designated the County Auditor as the County official to approve budget transfers and revisions only from July 1 to July 31 each year. There was no dollar limit on this designation.

CONSEQUENCES OF NEGATIVE ACTION:
 The Board would have to approve transfers throughout the year of items less than \$50.

ALTERNATIVES:
 1. Do not approve the proposed resolution.
 2. Approve the proposed resolution.
 3. Designate some other County official to approve budget transfers and revisions.

COSTS: (x) Not Applicable
 A. Budgeted current F.Y. \$ _____
 B. Total anticipated costs \$ _____
 C. Required Add'l. Funding \$ _____
 D. Source: _____

SOURCE: () 45ths Vote Required
 A. Other budgeted funds \$ _____
 B. Unanticipated revenues \$ _____
 C. Reserve for contingencies \$ _____
 D. Other: _____
 Balance in Reserve for Contingencies if Approved: \$ _____

ADMINISTRATIVE OFFICER'S RECOMMENDATION:
 This item on Agenda As:
 Recommended /
 Not Recommended _____
 For Policy Determination _____
 Submitted with Comment _____
 Returned for Further Action _____
 A.C. Initials JD

Agenda - April 4, 1989
Resolution Designating Auditor to Approve Budget
Transfers and Revisions Under \$50

BACKGROUND

The Board of Supervisors through Resolution 85-225 provided the County Auditor with the authority pursuant to Government Code Section 29121 (Budget Act) to approve transfers and revisions of appropriations within budget units. This delegation of authority by the Board was for purposes of cleaning up the prior year's budget at the end of the fiscal year. The intent was to allow a mechanism to close the books without having to come back to the Board for the numerous minor adjustments which may come up at the end of the fiscal year.

In addition to those minor adjustments, throughout the year items come up which have no policy implication nor significant budgetary impact, but which require the Board to act. Rather than maintain this requirement, the proposed resolution would delegate that authority to the County Auditor for minor transfers with insignificant budgetary or policy implications.

Several times this year, departments have presented transfers for minor amounts to the Board of Supervisors for transfer. Two items which come to mind are a \$22 transfer in the Assessor's office and a \$7.95 transfer in the Veterans Service Office. Rather than develop and process the paperwork for those items (at a cost which exceeds the value of the transfer), this office recommends that the authority to make those transfers be delegated to the County Auditor.

Due to the potential significance of items over \$50 in terms of changing the Board's approved budget, it is recommended that these items be limited to \$50. The County Auditor has indicated support for this approach.

C2JWM/vf

Attachment - Res. 85-225

MARIPOSA COUNTY RESOLUTION NO. 85-225

A RESOLUTION TO DESIGNATE THE COUNTY AUDITOR AS THE COUNTY OFFICIAL TO APPROVE BUDGET TRANSFERS AND REVISIONS

WHEREAS, the County Budget Act, in the Government Code, Chapter 1, Division 3, Title 3, Sections 29121 et. seq., allows the Board of Supervisors to designate a county official to approve transfers and revisions of appropriations within a budget unit, and

WHEREAS, the Board of Supervisors wishes to designate a county official to approve such transfers and revisions as provided in the Government Code, and

WHEREAS, the County Auditor may find it necessary to make such transfers and revisions to the budget at the end of the fiscal year, to close the books for that fiscal year.

WHEREAS, the County Auditor shall make transfers hereunder as necessary to balance the budget, and

WHEREAS, this resolution shall not relieve a department head of his or her responsibility to accomplish all transfers prior to June 30th.

NOW, THEREFORE, BE IT RESOLVED by the Board of Supervisors, a political subdivision of the State of California, as follows:

1. The County Auditor shall hereby be designated as the county official to approve budget transfers and revisions of appropriations within a budget unit.
2. This authorization shall be only for the period July 1-31, each year.

BE IT FURTHER RESOLVED, that any such approval by the County Auditor shall have subsequent approval by resolution of the Board of Supervisors.

BE IT FURTHER RESOLVED, that the County Auditor shall not knowingly make payment on a claim exceeding the budget appropriation.

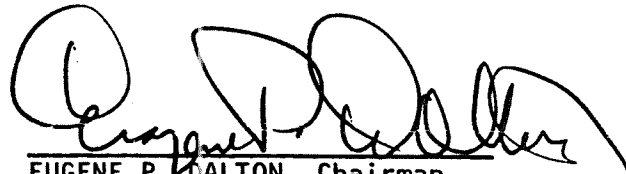
PASSED AND ADOPTED this 9th day of July, 1985, by the Board of Supervisors of Mariposa County by the following vote:

AYES: BARRICK, DALTON, ERICKSON, RADANOVICH, TABER


NOES: NONE

ABSENT: NONE

ABSTAINED: NONE


EUGENE P. DALTON, Chairman
Mariposa County Board of Supervisors

ATTEST:


GERALD MC CARTHY, County Clerk and
Ex Officio Clerk of the Board

APPROVED AS TO FORM AND LEGAL SUFFICIENCY:


JEFFREY G. GREEN, County Counsel