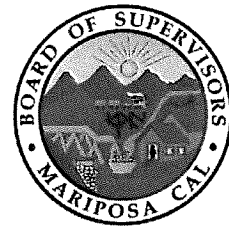




# MARIPOSA COUNTY

Administration • 209-966-3222



## **RESOLUTION - ACTION REQUESTED 2016-587**

MEETING: November 15, 2016

TO: The Board of Supervisors

FROM: Mary Hodson, CAO

RE: Administration Personal Vehicle Expense

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### **RECOMMENDATION AND JUSTIFICATION:**

Approve Budget Action Transferring Funds Within the Administration Operating Budget to Accommodate Costs Associated with Travel Expenses (\$350). The budget action is requested to cover the use of personal vehicle travel expenses for training and conferences already attended where the use of a personal vehicle was more convenient and efficient than using a county pool vehicle.

There is sufficient funding in the County Vehicle and Fuel line items to cover this increase Personal Vehicle. While minor transfers such as this may typically be made during the Mid-Year budget adjustments, and additional adjustments may be made at that time, travel budget lines are not typically allowed to carry negative balances and so an adjustment was required at this time.

### **BACKGROUND AND HISTORY OF BOARD ACTIONS:**

The Board routinely approves minor financial transfers to align budgets with actual uses.

### **ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:**

Do not approve the budget action. Reimbursement of expenses incurred may be delayed until after the Mid-Year budget process and a small negative balance will exist in the administration personal vehicle use line item.

### **FINANCIAL IMPACT:**

**\$350 will be transferred between travel related line items. There is no impact to the General Fund.**

### **ATTACHMENTS:**

**Budget Action Form (PDF)**

### **CAO RECOMMENDATION**

Requested Action Recommended

  
Mary Hodson, CAO 11/9/2016

**RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]**

**MOVER:** Rosemarie Smallcombe, District I Supervisor

**SECONDER:** Merlin Jones, District II Supervisor

**AYES:** Smallcombe, Jones, Long, Cann, Carrier

**BUDGET ACTION FORM**

FUND	DEPT/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
001	0102-412	04-50	County Vehicle Use			\$275
001	0102-412	04-88	Fuel Expense			\$75
001	0102-412	04-91	Personal Vehicle Use		\$350	
001	0104-414	1090	GENERAL CONTINGENCY			
<b>TOTAL</b>					\$350	\$350

TRANSFER BETWEEN FUNDS						
<b>TOTALS</b>					\$0	\$0

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;

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: Account for private vehicle travel expenses being greater than anticipated.

DEPT HEAD SIGNATURE Mary Johnson DATE 11-9-16  
 APPROVED BY RES NO. 16-587 CLERK Ben LaRoch DATE 11-14-16

**ADMINISTRATION** AUDITOR'S USE ONLY  
BA #