

DEPARTMENT: Probation Department BY: Pete Judy

PHONE: (209) 966-3612

RECOMMENDED ACTION AND JUSTIFICATION: (Policy Item: ___ No X)

Approve Budget Action Transferring Funds from Probation Salaries, (001-0224-533.01-97/Account Clerk III salary savings), to Probation Salaries, (Extra Help, 001-224-533.02-01), in the amount of \$3,500.

The Probation Account Clerk III position has been vacant since October 13, 2000. Probation has utilized Extra-Help staff to temporarily fill vacancy. Personnel has propagated a new Account Clerk III list and it is anticipated the position will be filled by mid January 2001. Funds are salary savings realized by the vacant position.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

COSTS: () Not Applicable

A. Budgeted current FY \$ _____

B. Total anticipated costs \$ _____

C. Required additional funding \$ _____

D. Internal transfers \$ \$3,500

SOURCE: () 4/5ths Vote Required

A. Unanticipated revenues \$ _____

B. Reserve for contingencies \$ _____

C. Source description: _____

Balance in Reserve for Contingencies, if approved: \$ _____

SPECIAL INSTRUCTIONS:
List the attachments and number the pages consecutively:

CLERK'S USE ONLY:

Res. No.: 01-03 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
County of Mariposa, State of California

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]

