

RECOMMENDED ACTION AND JUSTIFICATION:

(Policy Item: Yes ___ No X)

Approve Intrabudget Transfer for Administration (\$868) and Board of Supervisors (\$868). Funds are requested to be transferred from the Office Expense account to the Equipment Under \$1,000 account in both departments so the Palm OS products are paid from the appropriate account.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board has approved previous Intrabudget Transfers.

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 \$ 868 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: Intrabudget Transfer _____ _____ _____ _____ _____ _____
CLERKS USE ONLY: Res. No. <u>01-118</u> Ord. No. _____ Vote - Ayes: <u>5</u> 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: <input checked="" type="checkbox"/> Recommended <input type="checkbox"/> Not Recommended <input type="checkbox"/> For Policy Determination <input type="checkbox"/> Submitted with Comment <input type="checkbox"/> Returned for Further Action Comment: _____ _____ CAO's Initials: <u>GA</u>

INTRA BUDGET TRANSFER

DEPARTMENT: Board of Supervisors and Administration

DATE: April 18, 2001

Fund	Dept.	Account	Description	Project	WHOLE DOLLARS ONLY	
					Increase	Decrease
001	0101	411-0417	Office Expense			\$868
001	0101	411-0480	Equipment Under \$1,000		\$868	
001	0102	412-0417	Office Expense			\$868
001	0102	412-0480	Equipment Under \$1,000		\$868	
TOTALS:					\$1,736	\$1,736

Explanation: The appropriate account to pay for the Palm OS products is Equipment Under \$1,000.
Funding was originally budgeted in Office Expense because price and quantity of the product was
unknown at the time.

This form is used to transfer amounts within categories (salaries to salaries or services to services) within a budget unit. This can be done at the department level unless the amount exceeds \$1,000 in any one line item. Any changes between categories or increases/decreases in the total amount of the budget must be approved by the Board of Supervisors on a Budget Action Form.

5-101 Res. 01-118 /mmv
 Dept. Head Signature: *Mary Johnson*

Auditor Signature: _____

Auditor's Use Only	
Period: _____	Year: _____
BA# _____	