

MARIPOSA COUNTY BOARD OF SUPERVISORS

MINUTE ORDER

TO: DEPARTMENT HEADS
FROM: MARGIE WILLIAMS, CLERK OF THE BOARD *MW*
RE: DEPARTMENTAL OPEN HOUSES OR RECEPTIONS

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA
ADOPTED THIS Order on February 2, 1993

ACTION AND VOTE:

Resolution Permitting Department Heads and Elected
Officials to Reasonably Expend Monies for a
Departmental Open House or Reception Honoring Certain
County Employees (County Counsel)

BOARD ACTION: (M)Parker, (S)Baggett, Res. 93-85
adopted, with event to be for the benefit of the public
and with a cap of \$150.00, and anything over that
amount to have prior Board approval/Ayes: Unanimous.

Attachment - Res. 93-85

cc: File

MARIPOSA COUNTY RESOLUTION NO. 93-85

RESOLUTION REGARDING PAYMENT OF EXPENSES
FOR DEPARTMENTAL OPEN HOUSE OR RECEPTION

WHEREAS, a County department may elect to hold an open house and/or reception for various events such as honoring County employees, a new office location, etc., and

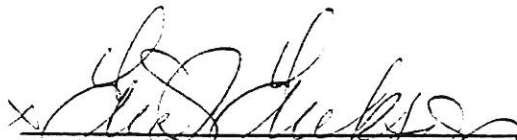
WHEREAS, the Mariposa County Board of Supervisors desires to allow Department Heads and Elected Officials (Department Head) to reasonably expend monies for such events;

NOW, THEREFORE, BE IT RESOLVED that Department Heads and Elected Officials (Department Head) shall be permitted to incur reasonable expenses, not to exceed the sum of \$150.00 without prior Board approval, for either an open house at his or her department or for a reception honoring an Elected Official, Department Head, or a long-term County employee. The expenses incurred shall be paid from the department's Office Expense line item, and the open house or reception shall be open to the public.

BE IT FURTHER RESOLVED that in the event the Auditor believes that expenses incurred and approved by a Department Head are not reasonable, the Auditor shall nevertheless pay the expenses, if there is sufficient money in the departmental budget. The Auditor may report his or her findings to the Board of Supervisors. The Board of Supervisors shall determine whether the expenses incurred are unreasonable. If the Board determines that the expenses are unreasonable given the circumstances, the Board shall take appropriate action.


PASSED AND ADOPTED by the Mariposa County Board of Supervisors the
2nd day of February, 1993 by the following vote:

AYES:	BAGGETT, BALMAIN, ERICKSON, PARKER, TABER
NOES:	NONE
ABSENT:	NONE
ABSTAINED:	NONE


ERIC J. ERICKSON, Chairman
Board of Supervisors

ATTEST:

APPROVED AS TO FORM
AND LEGAL SUFFICIENCY:


MARGIE WILLIAMS
Clerk of the Board


JEFFREY G. GREEN
County Counsel

MARIPOSA COUNTY
BOARD OF SUPERVISORS

AGENDA
ACTION FORM

DATE: February 2, 1993
AGENDA ITEM NO. 12

DEPT.: COUNTY COUNSEL

BY: JEFFREY G. GREEN

PHONE: 966-3625

RECOMMENDED ACTION AND JUSTIFICATION:

(Policy Item: Yes ___ No x)

Pass and adopt the attached Resolution permitting Department Heads and Elected Officials to reasonably expend monies for a departmental open house or reception honoring certain County employees. Should the Auditor determine that an expenditure is not reasonable, the matter will be taken to the Board for final decision as to whether the expense incurred is unreasonable. The establishment of a clear policy is necessary on expenses of this nature.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

None on this action.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve Resolution. An unclear policy on expenditures of this nature will remain.

COST: () Not Applicable

- A. Budgeted current FY \$ _____
- B. Total anticipated costs \$ _____
- C. Required add'l funding \$ _____
- D. Internal Transfers \$ _____

SPECIAL INSTRUCTIONS:

List the attachments and number the pages consecutively:

Resolution

SOURCE: () 4/5ths Vote Required

- A. Unanticipated revenues \$ _____
- C. Reserve for cntngncies \$ _____
- D. Source Description: _____

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

CLERK'S USE ONLY:

Res. No.: 93-85 Ord. No.: _____
 Vote: Ayes: 5 Noes: _____
 Absent: _____ Abstained: _____
 Approved () Denied
 () Minute Order Attached
 () No Action Necessary

ADMINISTRATIVE OFFICER'S

RECOMMENDATION:

This item on agenda as:

- ___ Recommended
- ___ Not Recommended
- ___ For Policy Determination
- ___ Submitted with Comment
- ___ Returned for Further Action

The foregoing instrument is a correct copy of the original on file in this office.

DATE: _____

ATTEST: MARGIE WILLIAMS

Clerk of the Board of Supervisors

County of Mariposa, State of Calif.

By: _____

Deputy

Comment: _____

A.O. Initials: _____