DEPARTMENT: Human Services/BHRS

RECOMMENDED ACTION AND JUSTIFICATION:
The Auditor’s Department has indicated that the Social Services Division budget needs a year end budget adjustment to cover final county vehicle expenses. Attached is the budget action that will redistribute appropriations to fund the increased transfer of expenses.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
Please see attached.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
Please see attached.

Financial Impact? (✓) Yes ☒ No Current FY Cost: $3,285
Budgeted in Current FY? (✓) Yes ☒ No Partially Funded
Amount in Budget: $3,285
Additional Funding Needed: $0
Source: Internal Transfer
Unanticipated Revenue ☒ 4/5's vote
Transfer Between Funds ☒ 4/5's vote
Contingency ☒ 4/5's vote
General ☒ Other ☒

COUNTY ADMINISTRATIVE OFFICER:
✓ Requested Action Recommended
☐ No Opinion
Comments:

Revised Dec. 2002
August 12, 2008

TO: Members, Board of Supervisors
    Rick Benson, CAO
FROM: James Rydingsword, Director
RE: Year End Budget Adjustments

Recommendation
It is respectfully requested that your board approve the attached budget actions necessary for the completion of the fiscal year.

Background/Current Situation
The Auditor’s Department has indicated that the Social Services Division budget needs a year end budget adjustment to cover final county vehicle expenses. Attached is the budget action that will redistribute appropriations to fund the increased transfer of expenses.

Financial
The attached budget action form redistributes appropriations within the Social Services Division, budget unit 001-0501, for an increase of $3,285. This amount will cover the final year end transfer of county vehicle expenses. There is no impact to the general fund.
### Budget Action

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEP/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
<th>DECREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>0501</td>
<td>661.0450</td>
<td>County Vehicle</td>
<td></td>
<td></td>
<td>3,285</td>
</tr>
<tr>
<td>001</td>
<td>0501</td>
<td>661.0418</td>
<td>Professional Services</td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

|       |         |          |                  |         | 3,285    | 3,285    |

**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 transferring appropriation from 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**  Year End adjustments to balance the budget unit.

---

**DEPT HEAD SIGNATURE**  

**DATE**  8/12/2008

**APPROVED BY RES NO.**  08-327 CLERK  

**DATE**  8-12-08

**DEPARTMENT**  Human Services

---

**AUDITOR'S USE ONLY**

**BA #**

---

Budget Revision Form Revised 07/2000