RECOMMENDED ACTION AND JUSTIFICATION:

It is respectfully recommended that your Board;
1) Accept and expend unanticipated Federal revenue to Housing Programs ($12,300);
2) Approve an intra-budget transfer of $46,000 within Fund 332 to cover program expenses for the Section 8 Housing Choice Voucher Program and;
3) Approve an intra-budget transfer of $3,500 within Fund 335 to cover program expenses in Community Action Programs.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

PLEASE SEE ATTACHMENT

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

PLEASE SEE ATTACHMENT

Financial Impact? (X) Yes ( ) No Current FY Cost: $12,300
Budgeted in Current FY? ( ) Yes ( ) No (X) Partially Funded
Amount in Budget: $  
Additional Funding Needed: $12,300 
Source: Contracts/Grants Internal Transfer
X
Unanticipated Revenue X 4/5’s vote
Transfer Between Funds _____ 4/5’s vote
Contingency _____ 4/5’s vote
( ) General ( ) Other

CLERK’S USE ONLY:
Res. No. 239 Ord. No. _____  
Vote – Ayes: 5 Noes: _____ 
Absent: _______ 
( ) 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

COUNTY ADMINISTRATIVE OFFICER: 
Requested Action Recommended 
No Opinion
Comments: 

Final Draft: 06/13/06

CAO: [Signature]
May 23, 2006

TO: Members, Board of Supervisors  
FROM: Mike Coffield, Interim CAO  
RE: Community Action and Housing Programs / Authorization to Accept $12,300 in Unanticipated Revenue and to Complete Transfers Within the Budget Units

RECOMMENDATION

It is respectfully recommended that your Board:

1) Accept and expend unanticipated Federal revenue to Housing Programs ($12,300);
2) Approve an intra-budget transfer of $46,000 within Fund 332 to cover program expenses for the Section 8 Housing Choice Voucher Program and;
3) Approve an intra-budget transfer of $3,500 within Fund 335 to cover program expenses in Community Action Programs.

BACKGROUND/ CURRENT SITUATION

Housing Programs

The Mariposa County Housing Authority provides subsidized housing vouchers to low-income County residents including vulnerable populations such as the elderly, disabled and working poor.

Over the past year, Housing Assistance Payments have risen due to the local rental housing market. The distribution of our appropriations has changed by a total of $58,300. The Federal government has provided additional revenue ($12,300) to help cover the increases in Housing Assistance Payments (HAP). The unanticipated revenue needs to be accepted and appropriated to the HAP budget. The remainder of the cost for increased rent can be covered through intra-budget transfers of $46,000. We have $16,000 in salary savings, $6,000 from various under spent items and $24,000 from Portable HAP. "Portable HAP" occurs when voucher holders move to another area and the receiving county is unable to "absorb" the family into their program. Mariposa's program therefore remains responsible for continued rent payments. This "portability" did not occur to the degree that was anticipated. These unspent 'portability' dollars need to be moved to increase line 332-0512-921.05-34.

Community Action Programs

Community Action Programs provide assistance to low-income county residents for energy assistance, weatherization and emergency homeless assistance programs.

Due to staffing needs within the unit due to an employee leave of absence, it became necessary to hire a contractor to assist with fiscal operations. An intra-budget transfer ($3,500) is now needed to cover the increase in professional services of $2,000, as well as $1,500 to cover budget short fall in benefits and retiree group health. Offsetting funds are available through under spent budget items.

FINANCIAL

The unanticipated revenue and requested intra-budget transfers, described above, are detailed on the attached budget action forms. This action has no impact on the General Fund.
<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>
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<tr>
<td>332</td>
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<td>306.72-11</td>
<td>Voucher Revenue</td>
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<td>(6,000)</td>
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<tr>
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<td>0512</td>
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<td>Voucher Management Fee</td>
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<td>Benefits</td>
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<tr>
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<td>0512</td>
<td>921.03-02</td>
<td>Group Health for Retirees</td>
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<td>1,600</td>
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<tr>
<td>332</td>
<td>0512</td>
<td>921.04-17</td>
<td>Office Expense</td>
<td></td>
<td></td>
<td>1,000</td>
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<td>921.04-36</td>
<td>Sec 8 Voucher Admin</td>
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<td>Training/Seminars</td>
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**TOTALS**: 46,000 46,000

**TRANSFER BETWEEN FUNDS**

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<th>CREDIT</th>
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**TOTALS**: 0.00 0.00

**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**: Transfers necessary to maintain a balanced budget.

---

**DEPT HEAD SIGNATURE**

**DATE**: 5/31/06

**APPROVED BY RES NO.**

**CLERK**

**DATE**: 6-13-06

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**AUDITOR’S USE ONLY**

**BA #**

---

332 Budget Action f/y06-06.xls

**Budget Revision Form Revised 07/2000**
# BUDGET ACTION FORM

<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>
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**TOTALS** | 3,500 | 3,500 |

## TRANSFER BETWEEN FUNDS

<table>
<thead>
<tr>
<th>DEBIT</th>
<th>CREDIT</th>
</tr>
</thead>
</table>

**TOTALS**

**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

(X) 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:** Transfers necessary to maintain a balanced budget.

---

**DEPT HEAD SIGNATURE**

**DATE** 5/31/06

**APPROVED BY RES NO.**

**CLERK**

**DATE** 6-13-06

---

**COMMUNITY ACTION DEPARTMENT**

**AUDITOR'S USE ONLY**

**BA #**

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Budget Revision Form Revised 07/2000