DEPARTMENT: Public Works

RECOMMENDED ACTION AND JUSTIFICATION:

Approve Budget Action transferring the remaining cash balance of $51,136 in the Zone of Benefit (ZOB) Revolving Fund to General Fund Contingency; approve transferring the loan currently in the ZOB Revolving Fund in the amount of $260,980 (due from the Don Pedro Wastewater Treatment Project) to the General Fund; and authorize the write-off of an old loan in the amount $214,402 that is owed to the ZOB Revolving Fund from the Sidewalk Projects Fund #510.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

At its regular meeting of December 14, 2004, the Board adopted Resolution 04-527 suspending activity relating to the formation of Zones of Benefit authorized by Resolution 99-150. The Zone of Benefit Revolving Fund was intended to provide financial assistance to County residents interested in forming Zones of Benefit, but no new Zones have been formed under this program since its inception over five years ago. The formation of a new Zone is complex and expensive and County staff has expended much time in assisting residents with this process that we have never been reimbursed for, because the matter either never gets to a vote or the vote is negative.

Resolution 04-527 directed Public Works to come back to the Board with a means of returning the remaining funds in the Zone of Benefit Revolving Fund to the General Fund. We are requesting approval of the attached Budget Action form which will do so. (The auditing firm of Smith & Newall has also recommended to the Auditor to return the funds in the Zone of Benefit Revolving Fund to the General Fund.) We are also requesting approval to transfer the $260,980 loan in the ZOB Revolving Fund (due from the Don Pedro Wastewater Treatment Project) to the General Fund.

The third action we are requesting in regard to the ZOB Revolving Fund is approval to write off an old loan in the amount of $214,402 that was given to the Sidewalks Project Fund #510. This loan was authorized by Board Resolution 00-81, but no excess funds remained in the budget after completion of the project for the loan to be repaid. The money was used to complete the Mariposa Town Sidewalks on County Roads in 2000, not the recent sidewalk project along Highway 140. This loan is still on the County’s accounting records and needs to be removed since it cannot be repaid.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

The Board can choose to approve any combination of the three requested actions or none of them. Returning the remaining cash balance in the ZOB Revolving Fund to the General Fund was the direction given to Public Works staff in Board Resolution 04-527.

Financial Impact? (X) Yes ( ) No
Budgeted In Current FY? ( ) Yes ( ) No ( ) Partially Funded
Amount in Budget: $ Current FY Cost: $214,402
Additional Funding Needed: $ Annual Recurring Cost: $0
Source:
Internal Transfer
Unanticipated Revenue
Transfer Between Funds
Contingency ( ) General ( ) Other
List Attachments, number pages consecutively
1. Budget Action Form
2. Journal Entries (from Auditor)

Revised Dec. 2002
CLERK'S USE ONLY:
Res. No. SSSSSS  Ord. No. _____
Vote – Ayes: 5  Noes: _____
Absent:  _____
☑ Approved
☑ 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:
________________________
________________________
________________________
________________________
________________________
CAO: ____________

Revised Dec. 2002
### BUDGET ACTION FORM

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
<th>DECREASE</th>
</tr>
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<tbody>
<tr>
<td>001</td>
<td>0000</td>
<td>309-1669</td>
<td>Transfer In - ZOB Revolving Fund</td>
<td>(51,136)</td>
<td></td>
<td></td>
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**TRANSFER BETWEEN FUNDS**

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<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
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<th>INCREASE</th>
<th>DECREASE</th>
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<tr>
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<td>0317</td>
<td>588-0787</td>
<td>Transfer Out - ZOB Revolving Fund</td>
<td>51,136</td>
<td></td>
<td></td>
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<tr>
<td>001</td>
<td>0000</td>
<td>309-1669</td>
<td>Transfer In - ZOB Revolving Fund</td>
<td>(51,136)</td>
<td></td>
<td></td>
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</table>

**TOTAL**

<table>
<thead>
<tr>
<th>INCREASE</th>
<th>DECREASE</th>
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</thead>
<tbody>
<tr>
<td>0</td>
<td>0</td>
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</table>

**ACTION REQUESTED:** (Check all that apply)

(X) 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 appropriating Reserve for 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:** To transfer the remaining cash balance in the ZOB Revolving Fund to the General Fund.

---

**DEPT HEAD SIGNATURE**

[Signature]

**DATE**

02/17/05

**APPROVED BY RES NO.**

05 107

**CLERK**

[Signature]

**DATE**

3-22-05

---

**AUDITOR’S USE ONLY**

BA#

---

**298 ZOB Revolving Fund**

---

Budget Action Form Revised 11/95

Attachment #1
## JOURNAL ENTRY

**Distribution:**

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<td>510</td>
<td>0000</td>
<td>204-0000</td>
<td>Sidewalk Project Due to Others</td>
<td>214,402.00</td>
</tr>
<tr>
<td>001</td>
<td>0000</td>
<td>131-0000</td>
<td>Gen Fund Due From Others</td>
<td>214,402.00</td>
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</tbody>
</table>

To forgive a loan made in order to finish the town sidewalk project. When classifying this as a loan, the board felt open the possibility that additional state funding may have become available. However, this never came to fruition; therefore, this loan needs to be taken off of the books.

There is no cash being exchanged since the sidewalk project is complete, and the money has been paid. What this journal does (subject to Board approval) is remove the liability to pay a loan in Fund 510 (Sidewalk Project) and also removes the loan receivable recorded in the financial statements for the General Fund.

---

**DEPARTMENT APPROVAL**

**AUDITOR APPROVAL**

---

2/16/2005 | 214,402.00 | 214,402.00

AUDITOR'S USE ONLY

TF TRANSFER

AJ ADJUSTMENT
**JOURNAL ENTRY**

**Distribution:**

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<td>133-1200</td>
<td>Zone of Benefit-Adv to Don Pedro</td>
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<td>260,980.00</td>
</tr>
<tr>
<td>001</td>
<td>0000</td>
<td>133-0001</td>
<td>Gen Fd Adv to Don Pedro</td>
<td>260,980.00</td>
<td></td>
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</tbody>
</table>

This one of three actions that are cleaning up Fund 298, Zone of Benefit, a fund established to give loans to taxpayers wishing to initiate a zone of benefit. That fund never was used for this purpose and, in fact has made this particular loan to Don Pedro in their process to build a new sewer facility. This is a loan, and should be recorded in the general fund since the loan was authorized by the board and is general fund money. This would allow the board and taxpayers to know that this loan is outstanding, rather than being recorded in a separate fund as has been done for the last several years on this loan.

**DEPARTMENT APPROVAL**

**AUDITOR APPROVAL**

2/16/2005

260,980.00   260,980.00

<p>| | |</p>
<table>
<thead>
<tr>
<th></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>AUDITOR'S USE ONLY</td>
<td></td>
</tr>
<tr>
<td>TF TRANSFER</td>
<td>AJ ADJUSTMENTS</td>
</tr>
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2/17/2005
TO: DANA HERTFELDER, Public Works Director
FROM: MARGIE WILLIAMS, Clerk of the Board
SUBJECT: BUDGET ACTION TRANSFERRING REMAINING CASH BALANCE IN THE ZONE OF BENEFIT REVOLVING FUND TO GENERAL FUND CONTINGENCY

Resolution No. 05-107

THE BOARD OF SUPERVISORS OF MARIPOSA COUNTY, CALIFORNIA

ADOPTED THIS Order on March 22, 2005

ACTION AND VOTE:

11:22 a.m. Dana Hertfelder, Public Works Director; Approve Budget Action Transferring the Remaining Cash Balance of $51,136 in the Zone of Benefit (ZOB) Revolving Fund to General Fund Contingency; Approve Transferring the Loan Currently in the ZOB Revolving Fund in the Amount of $260,980 (Due from the Don Pedro Wastewater Treatment Project) to the General Fund; and Authorize the Write-Off of an Old Loan in the Amount of $214,402 that is Owed to the ZOB Revolving Fund from the Sidewalk Projects Fund #510

BOARD ACTION: Discussion was held with Dana Hertfelder. Supervisor Turpin asked for clarification of the status of the funding for the Greeley Hill sidewalk project. Supervisor Bibby clarified that this does not impact any existing zones of benefit. Discussion was held relative to the transfer of future repayments from the zones of benefit, and staff advised that they will bring that matter back to the Board. (M)Turpin, (S)Stetson, Res. 05-107 was adopted approving the recommended actions/Ayes: Unanimous.

cc Mary Hodson, Deputy County Administrative Officer
Ken Hawkins, Auditor
File