DEPARTMENT: Human Services/Housing   BY: Cheryle Rutherford-Kelly

PHONE: 966-2442 x32

RECOMMENDED ACTION AND JUSTIFICATION:

It is respectfully recommended that your Board approve intrabudget transfers within the Housing Assistance Program, Fund 332, to reflect actual program expenditures for Fiscal Year 2002-2003.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Financial Impact? ( ) Yes (X) No   Current FY Cost: $
Budgeted In Current FY? (X) Yes ( ) No ( ) Partially Funded
Amount in Budget: $6,400
Additional Funding Needed: $

List Attachments, number pages consecutively
Board Memo
Budget Action Form

Source:
Internal Transfer X
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:

CLERK'S USE ONLY:
Res. No.: Ord. No. 2002-223
Vote - Ayes: 3 Noes: 0
Absent: K. Johnson, P. Spector
Approve
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

CAO: 

Revised Dec. 2002
July 22, 2002

TO:       Members, Board of Supervisors
FROM:    Cheryle Rutherford-Kelly
RE:      Housing Assistance Program / Fiscal Year 2002-2003 Budget Transfer
          Within Fund 332

RECOMMENDATION

It is respectfully recommended that your Board approve intrabudget transfers within the
Housing Assistance Program, Fund 332, to reflect actual program expenditures for
Fiscal Year 2002-2003.

BACKGROUND and CURRENT SITUATION

Community Action provides housing assistance services to vulnerable populations
including the elderly and disabled. Amounts budgeted for each type of voucher available
are based on estimates of anticipated need. It is necessary to adjust the estimates to
reflect and cover actual expenditures now known

Funds available for portable housing assistance payments (HAP) need to be transferred
to the line item funding regular HAPs. Portable vouchers can be taken to other
jurisdictions. Other miscellaneous adjustments are needed to accurately reflect year-end
expenditure account balances.

FINANCIAL

The attached budget action form shows the needed entries to close out the fiscal year
for budget unit 332. There are no County dollars involved and the action will have 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>
<tbody>
<tr>
<td>332</td>
<td>0512</td>
<td>921.02-01</td>
<td>Extra Help</td>
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<td></td>
<td>1,400</td>
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<tr>
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<td>0512</td>
<td>921.03-01</td>
<td>Benefits</td>
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<td></td>
<td>600</td>
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<tr>
<td>332</td>
<td>0512</td>
<td>921.04-17</td>
<td>Office Expense</td>
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<td>500</td>
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<td>0512</td>
<td>921.04-31</td>
<td>Rents &amp; Leases - Buildings</td>
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<td></td>
<td>200</td>
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<tr>
<td>332</td>
<td>0512</td>
<td>921.04-60</td>
<td>Utilities</td>
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<tr>
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<td>0512</td>
<td>921.05-33</td>
<td>Portable HAP Occupied</td>
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<td></td>
<td>5,000</td>
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<tr>
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<td>921.05-34</td>
<td>HAP Occupied</td>
<td></td>
<td></td>
<td>5,000</td>
</tr>
</tbody>
</table>

**TOTALS**  6,400  6,400

**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
- [ ] Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to

**JUSTIFICATION:** Year-end Budget Adjustment

**DEPT HEAD SIGNATURE**

**APPROVED BY RES NO.**  03-288

**CLERK**

**DATE** 8-5-03

**DEPARTMENT**

**AUDITOR'S USE ONLY**

**BA #**