RECOMMENDED ACTION AND JUSTIFICATION:  POLICY ITEM: YES ( ) NO (X)

SEE ATTACHMENT

BACKGROUND AND HISTORY OF BOARD ACTIONS:

SEE ATTACHMENT

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

SEE ATTACHMENT

COSTS: ( ) Not Applicable
A. Budgeted CURRENT FY $________________
B. Total anticipated costs $________________
C. Required add’l funding $________________
D. Internal transfers $________________
SOURCE: (X) 4/5’s vote required
A. Unanticipated revenue $________________
B. Reserve for Contingencies $___________
C. Source description: ____________________________

Balance in Reserve for Contingencies, if approved: $________________

SPECIAL INSTRUCTIONS:
List the attachments and number pages accordingly:
Page One Department Memo
Page Two Letter to CSD

CLERK’S USE ONLY:
Resolution No.: 01-358
Ordinance No.: ______________________
Vote: Ayes: 5 Noes:______________
Absent: ______ Absent: ______
Approved ( ) Denied
( ) Minute Order attached.
( ) No Action Necessary.
The foregoing instrument is a correct copy of the original on file in this office.
Date: ____________________________
MARGIE WILLIAMS
Clerk of the Board,
County of Mariposa,
State of California

BY: ______________________________
Deputy

ADMINISTRATIVE OFFICER’S RECOMMENDATION:
This item on Agenda as:
Recommended Returned for further action
Not recommended Submitted w/ comment
Policy determination

Comment: Public Works to make actual purchase of van

A.O. Initials: ____________________________
December 5, 2001

TO: Members, Board of Supervisors
FROM: Cheryle Rutherford-Kelly (R)
RE: Community Action Agency

RECOMMENDATION
It is respectfully recommended that your Board authorize the Department of Human Services (Community Action) to:
1. Apply for Capacity Building Funds to purchase a new Weatherization van through the State Department of Community Services and Development (CSD);
2. Accept approximately $23,000 of unanticipated revenue from the State; and
3. Approve the purchase of a van for Community Action's Weatherization Program.

BACKGROUND / CURRENT SITUATION
The Weatherization program is administered through Community Action and operates in collaboration with the Public Works Department. Public Works authorizes a part-time technician to deliver services to eligible County residents. This year, approximately fifty homes in Mariposa County will benefit from the Weatherization program.

Our State representative from CSD recently informed Community Action that Capacity Building Funds might be available to our Agency. We were advised that we could request the amount needed to purchase a new cargo van for the Weatherization program. The vehicle most recently utilized by the program was a 1974 Suburban issued by the Public Works Department. The vehicle was recently retired due to several mechanical malfunctions and a loaner is being provided.

A letter was forwarded to CSD informing them that the Agency needs a replacement vehicle for the Weatherization program. A copy of that letter is attached for your information. The State has advised us that they will grant our request and we would like to accept the money if it is acceptable to your Board.

FINANCIAL
An allocation to cover the cost of a new cargo van (approximately $23,000) will be made available to Community Action. Although the vehicle will be County owned, there are no local dollars needed for match. If the County does not wish to accept the money, it would be made available to another county.
September 18, 2001

Timothy M. Dayonot  
Director  
Department of Community Services and Development  
700 North 10th Street, Room 258  
Sacramento, CA  95814

Dear Mr. Dayonot:

Our Contract Administrator spoke with Jeannette Nelson of CSD North today regarding use of weatherization program income to purchase a vehicle. Our agency would not be able to build this type of income for several years. Ms. Nelson explained that an invitation to apply for Capacity Building funds was sent to our agency this past spring. Unfortunately, we were in the process of hiring our Contract Administrator and could not avail ourselves of this opportunity at that particular time.

If Capacity Building funds are still available, our agency would like to apply for assistance to buy a van for the weatherization program. The present weatherization vehicle we utilize is a 1973 suburban that we rent from our County Public Works Department.

If we can apply for funds, it would be appreciated if a member of your staff would contact Jeanette Garcia, our Contract Administrator. She would need information regarding the application process. Please contact her at 209-966-3609 x257.

Thank you for your assistance.

Sincerely,

Cheryle Rutherford-Kelly, MSW  
Director of Human Services

SERVICES AND COMMUNITY PARTNERS
Calaveras – Mariposa Community Action Agency  
Low Income Home Energy Assistance Programs  
Emergency Homeless Assistance Program  
FEMA Emergency Food and Shelter Program  
PG&E - Salvation Army REACH Program  
Salvation Army Extension Committee
## BUDGET ACTION FORM

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**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 transferring appropriation from Contingencies.

( ) Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another.

( ) Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another.

State Department of Community Services and Development will provide Mariposa County with

Department of Human Services (Community Action) with Capacity Building Funds

for the purchase of a new weatherization vehicle

**DEPT HEAD SIGNATURE**

**APPROVED BY RES NO.**

**DATE**

**AUDITOR’S USE ONLY**

**BA #**

Budget Revision Form Revised 12/18