RESOLUTION - ACTION REQUESTED 2012-334

MEETING: June 26, 2012

TO: The Board of Supervisors

FROM: Jim Rydingsword, Human Services Director

RE: Approve Budget Action for Year End.

RECOMMENDATION AND JUSTIFICATION: Approve Budget Action Increasing Revenue and Appropriations in the Human Services Administration Budget and Transferring Funds Between Line Items to Meet Year-End Operating Costs ($12,000). The attached budget action form recognizes and appropriates unanticipated revenues, totaling $2,824, from the sale of excess office furniture, in the amount of $744, refunds from utility deposits in the amount of $1,858 associated with the move to the new Human Services facility, and an administrative allowance from Federal Emergency Management Agency (FEMA) Emergency Food and Shelter Program, in the amount of $222. This action also moves appropriations from salaries and over time to operating expenditures to cover higher than anticipated expenditures.

BACKGROUND AND HISTORY OF BOARD ACTIONS: The Board historically approves budget actions necessary to cover expenditures between categories and must approve all budget actions increasing revenue and appropriations.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION: Should this budget action not be approved various year end expenditures will not get paid.

FISCAL IMPACT:
Increase account 001-0507-306-7291 (FEMA) in the amount of $222.00; and
Increase account 001-0507-308-1100 (Miscellaneous Revenue) in the amount of $2,602.00; and Decrease account 001-0507-672-0196 (Sr. Office Assistant) in the amount of $10,000.00; and Decrease account 001-0507-672-0230 (Overtime) in the amount of $2,000.00; and Increase account 001-0507-672-0417 (Office Expense) in the amount of $4,824.00; and Increase account 001-0507-672-0471 (Copier Expense) in the amount of $10,000.00. There is no impact to the general fund.
06/26/12 001-0507-672-0471 · Copier Expense $10,000.00
06/26/12 001-0507-672-0417 · Office Expense $4,824.00
Resolution - Action Requested 2012-334

06/26/12 001-0507-308-1100 · Miscellaneous Revenue $2,602.00
06/26/12 001-0507-306-7291 · FEMA $222.00
06/26/12 001-0507-672-0230 · Overtime ($2,000.00)
06/26/12 001-0507-672-0196 · Sr. Office Assistant ($10,000.00)
Total: $5,648.00

ATTACHMENTS:
HS Admin Budget Action (XLS)

CAO RECOMMENDATION
Requested Action Recommended

[Signature]
Rick Benson, County Administrator/Controller

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER: Lyle Turpin, District II Supervisor
SECONDER: Lee Stetson, District I Supervisor
AYES: Stetson, Turpin, Bibby, Cann, Allen
BUDGET ACTION FORM

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<th>ACCOUNT</th>
<th>DESCRIPTION</th>
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| TOTAL |         |         | TOTALS               | $0      | $0       |

TRANSFER BETWEEN FUNDS

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 account for unanticipated revenue and estimated year-end expenses.

DEPT HEAD SIGNATURE:

APPROVED BY RES NO. 12-334 CLERK

HUMAN SERVICES ADMINISTRATION

AUDITOR'S USE ONLY

BA #

Budget: Revision Form Revised 11/95