RESOLUTION - ACTION REQUESTED 2012-435

MEETING: August 21, 2012

TO: The Board of Supervisors

FROM: Jim Rydingsword, Human Services Director

RE: Year End Budget Adjustments

RECOMMENDATION AND JUSTIFICATION: Approve budget actions for Fiscal Year 2011-12 in various Human Services budgets that are necessary to close out the Fiscal Year ($263,689). These budget actions are necessary to allow for year end journal entries and fund transfers to close the fiscal year and bring the General Fund budget units to a zero county cost.

BACKGROUND AND HISTORY OF BOARD ACTIONS: The Board generally approves year end budget adjustments for year end closing.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION: Budget units will not close to zero and will have a negative effect on the general fund.

FISCAL IMPACT:
These budget actions are necessary to close out the fiscal year and fund various adjustments and transfers pending with the Auditor’s office to bring general fund budget units to a zero balance.

ATTACHMENTS:
BA YE 0402 08-15-12 (PDF)
BA YE 411 8-15-12 (PDF)
BA 0501 YE 8-15-12 (PDF)
BA YE 394 8-15-12 (PDF)

CAO RECOMMENDATION
Requested Action Recommended

Rick Benson, County Administrator

Page 1

REF ID# 1695
Resolution - Action Requested 2012-435

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER: Lee Stetson, District I Supervisor
SECONDER: Jim Allen, District V Supervisor
AYES: Stetson, Turpin, Bibby, Cann, Allen
# 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>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>0402</td>
<td>622-0421</td>
<td>Telepsychiatry Services</td>
<td></td>
<td>12,000</td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0402</td>
<td>622.0424</td>
<td>Inpatient Contracts</td>
<td></td>
<td>505</td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0402</td>
<td>622.0428</td>
<td>MIS Contract</td>
<td></td>
<td>5,300</td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0402</td>
<td>622.0911</td>
<td>Transfer out On-Call</td>
<td></td>
<td>570</td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0402</td>
<td>622.0917</td>
<td>Transfer In CalWorks</td>
<td></td>
<td>(6,635)</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TRANSFER BETWEEN FUNDS</th>
<th>DEBIT</th>
<th>CREDIT</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

TOTALS: 5,870 5,870

**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** Year End adjustments

---

DEPT HEAD SIGNATURE: [Signature]

DATE: 8/15/2012

APPROVED BY RES NO. 2-435 CLERK: [Signature]

DATE: 8-21-12

DEPARTMENT: Human Services

AUDITOR'S USE ONLY

BA #
## 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>
</tr>
</thead>
<tbody>
<tr>
<td>411</td>
<td>0525</td>
<td>309.16-94</td>
<td>Transfer In Realignment</td>
<td></td>
<td>(17,606)</td>
<td></td>
</tr>
<tr>
<td>411</td>
<td>0525</td>
<td>676.07-87</td>
<td>Transfer out to SS 0501</td>
<td></td>
<td>17,606</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>TRANSFER BETWEEN FUNDS</th>
<th>DEBIT</th>
<th>CREDIT</th>
</tr>
</thead>
</table>

<table>
<thead>
<tr>
<th>TOTALS</th>
</tr>
</thead>
</table>

**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** Year End adjustments

---

**DEPT HEAD SIGNATURE**

**DATE** 8/15/2012

**APPROVED BY**

**RES NO.** 12-935

**CLERK**

**DATE** 8-21-12

**DEPARTMENT** Human Services

**AUDITOR'S USE ONLY**

**BA #**

---

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>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>0501</td>
<td>309.17-11</td>
<td>Transfer In Public Authority</td>
<td></td>
<td>(17,606)</td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0501</td>
<td>661.02-01</td>
<td>Extra Help</td>
<td></td>
<td></td>
<td>11,481</td>
</tr>
<tr>
<td>001</td>
<td>0501</td>
<td>661.02-30</td>
<td>Overtime</td>
<td></td>
<td></td>
<td>7,764</td>
</tr>
<tr>
<td>001</td>
<td>0501</td>
<td>661.02-35</td>
<td>Longevity</td>
<td></td>
<td></td>
<td>291</td>
</tr>
<tr>
<td>001</td>
<td>0501</td>
<td>661.02-40</td>
<td>Stand By</td>
<td></td>
<td></td>
<td>3,371</td>
</tr>
<tr>
<td>001</td>
<td>0501</td>
<td>661.03-13</td>
<td>Medical/Dental/Vision</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>TOTALS</td>
<td></td>
<td>5,301</td>
<td>5,301</td>
</tr>
</tbody>
</table>

## TRANSFER BETWEEN FUNDS

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

## TOTALS

<table>
<thead>
<tr>
<th>DEBIT</th>
<th>CREDIT</th>
</tr>
</thead>
<tbody>
<tr>
<td>0</td>
<td>0</td>
</tr>
</tbody>
</table>

### 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

Year End adjustments

---

**DEPT HEAD SIGNATURE**

[Signature]

**DATE**

8/15/2012

**APPROVED BY**

RES NO. 12-435

**CLERK**

[Signature]

**DATE**

8-21-12

**DEPARTMENT**

Human Services

**AUDITOR'S USE ONLY**

**BA #**

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>
</tr>
</thead>
<tbody>
<tr>
<td>394</td>
<td>0523</td>
<td>660.04-16</td>
<td>Misc Expense</td>
<td></td>
<td></td>
<td>234,912</td>
</tr>
<tr>
<td>394</td>
<td>0523</td>
<td>660.0787</td>
<td>Transfers Out</td>
<td></td>
<td></td>
<td>234,912</td>
</tr>
</tbody>
</table>

**TOTALS** 234,912 234,912

### TRANSFER BETWEEN FUNDS

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

**TOTALS** 0 0

**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** Year End adjustments

**DEPT HEAD SIGNATURE**

**DATE** 8/15/2012

**APPROVED BY** RES NO. 12-435

**CLERK**

**DATE** 8-21-12

**DEPARTMENT** Human Services

**AUDITOR’S USE ONLY**

**BA #**

Budget Revision Form Revised 07/2000