DEPARTMENT: Human Services/CA-HA

RECOMMENDED ACTION AND JUSTIFICATION:

It is respectfully recommended that your Board approve an intra-budget transfer of $24,650 within Fund 335 to cover additional program expenses for the Weatherization and Community Services Block Grant Programs.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Please See Attached Memo.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Please See Attached Memo.

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Financial Impact? ( ) Yes (X) No  Current FY Cost: $  Annual Recurring Cost: $
Budgeted In Current FY? ( ) Yes ( ) No ( ) Partially Funded
Amount in Budget: $  
Additional Funding Needed: $  
Source:
Internal Transfer  
Unanticipated Revenue  
Transfer Between Funds  
Contingency  
( ) General  ( ) Other

List Attachments, number pages consecutively
Board Memo
Budget Action Form

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CLERK'S USE ONLY:
Res. No.:  Ord. No.  
Vote – Ayes:  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

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COUNTY ADMINISTRATIVE OFFICER:
( ) Requested Action Recommended
( ) No Opinion
Comments:

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CAO:  

Revised Dec. 2002
March 29, 2004

TO: Members, Board of Supervisors
Rich Inman, CAO
FROM: Cheryle Rutherford-Kelly
RE: 2003-2004 Budget Transfer

RECOMMENDATION

It is respectfully recommended that your Board approve an intrabudget transfer of $24,650 within Fund 335 to cover additional program expenses for the Weatherization and Community Services Block Grant Programs.

BACKGROUND/ CURRENT SITUATION

Community Action provides services to vulnerable populations including the elderly and disabled. The agency also accepts State allocated monies for both Calaveras and Mariposa Counties and distributes those monies to an array of community based organizations.

This second half of the fiscal year, clients served by the Energy Assistance Weatherization Program have been particularly at-risk, needing major appliance replacements such as new stoves, refrigerators, and furnaces. Therefore, the cost of labor and materials has increased significantly requiring a transfer between budgetary line items. The State has increased our allocation to cover these expenses. Upon approval, budget line item funds will be transferred to cover the short fall.

FINANCIAL

The State reimburses Fund 335 entirely for the Weatherization Program. Fund 335 has the revenue to cover expenditures. It also has significant salary savings due to the Deputy Director position being unfilled that will accommodate the transfer. The 2003-04 budget simply needs to be adjusted to pay vendors and to continue providing client services.

This action has no impact on the General Fund.
## 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>
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<td>0514</td>
<td>941.01-03</td>
<td>(New) Deputy Director</td>
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**TOTALS** 24,650 24,650

## TRANSFER BETWEEN FUNDS

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**TOTALS** 3,250.00 3,250.00

### ACTION REQUESTED:
( ) 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, or between categories within a budget unit;

### JUSTIFICATION:
Transfers necessary to maintain a balanced budget.

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**DEPT HEAD SIGNATURE**

**APPROVED BY RES NO.**

**DATE 3-30-04**

**DATE**

**DEPARTMENT**

**AUDITOR’S USE ONLY**

**BA #**