DEPARTMENT: Human Services/CA-HA

RECOMMENDED ACTION AND JUSTIFICATION:

It is respectfully recommended that your Board approve an intra-budget transfer of $61,223 within Fund 332 to cover additional program expenses for the Section 8 Housing Choice Voucher Program.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Please See Attached Memo.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Please See Attached Memo.

Financial Impact? ( ) Yes (X) No  Current FY Cost: $  
Budgeted In Current FY? ( ) Yes ( ) No  ( ) Partially Funded
Amount in Budget: $  
Additional Funding Needed: $  
Source:
Internal Transfer
Unanticipated Revenue ( ) 4/5’s vote
Transfer Between Funds ( ) 4/5’s vote
Contingency ( ) 4/5’s vote
( ) General ( ) Other

CLERK’S USE ONLY:
Res. No. #155  Ord. No. _____
Vote – Ayes: S  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

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

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 $61,223 within Fund 332 to cover additional program expenses for the Section 8 Housing Choice Voucher Program.

BACKGROUND/ CURRENT SITUATION

The Mariposa County Housing Authority provides subsidized housing vouchers to low-income County residents including vulnerable populations such as the elderly, disabled and working poor.

The Section 8 Housing Choice Voucher program office has experienced staff changes requiring the new program manager to attend extensive training. We have also upgraded our client case file system. During the last few months of this fiscal year, we will begin contacting prospective clients via U.S. Mail necessitating an increase in postage.

FINANCIAL

The Section 8 Housing Choice Voucher program is Federally funded and has received revenue to cover expenditures. It also has significant salary savings due to the Deputy Director position being unfilled which will accommodate the transfer. The 2003-04 budget simply needs be adjusted to pay vendors and to continue providing client services.

This action has no impact on the General Fund.
## BUDGET ACTION FORM

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<th>FUND</th>
<th>DEP/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
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**TOTALS**: 61,223 61,223

### TRANSFER BETWEEN FUNDS

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**TOTALS**

### 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

(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:

Transfers necessary to maintain a balanced budget.

### DEPT HEAD SIGNATURE

[Signature]

**DATE** 3-30-04

### APPROVED BY RES NO.

04 50  CLERK

**DATE** 4-13-04

### DEPARTMENT

AUDITOR'S USE ONLY

BA #

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Budget Revision Form Revised 07/2000

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332 Budget Action fy03-04.xls