DEPARTMENT: Public Works      BY: James J. Petropulos
PHONE: 966-5356

RECOMMENDED ACTION AND JUSTIFICATION:

Approve budget action transferring $974 from the Road division (Fund #300) to Roads Special Projects (Fund #306) to cover the cost of an unanticipated “administrative fee” associated with the FEMA audit of the Incline Road project.

In March of 2003 an audit of the Incline Road project was conducted by James Kane of the Federal Emergency Management Agency (FEMA). At the exit interview for the audit he stated that $51,004 in previously reimbursed costs for the project were being questioned, and that his findings would be reviewed by FEMA management and a final report issued after that. Recovery of any funds to be paid back would be handled through the California Office of Emergency Services (OES). Correspondence from OES dated June 13, 2003 (copy attached) indicated the amount due on the project would be $51,004, so we budgeted enough money in Fund #306 to cover this expense. When the actual demand for payment was finally received in September (copy attached) the amount was $52,026 due to the addition of the “administrative fee”. We are requesting approval to transfer $974 from the Road division to cover this extra charge.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

N/A

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve the requested budget action, which would leave appropriations for the Special Roads Project Fund short by $974.

Financial Impact? (X) Yes ( ) No
Current FY Cost: $974
Annual Recurring Cost: $0

Budgeted In Current FY? ( ) Yes (X) No
Partially Funded

Amount in Budget: $51,052
Additional Funding Needed: $974

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.: 04-7 Ord. No. ______
Vote – Ayes: 5 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:

CAO: ____________________________
## BUDGET ACTION FORM

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<tr>
<th>FUND</th>
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### GENERAL CONTINGENCY

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**TOTAL**

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**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 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 cover FEMA audit administrative fee.

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**DEPT HEAD SIGNATURE**

**DATE** 12/11/03

**APPROVED BY RES NO.**

**CLERK**

**DATE** 1-10-04

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300 Roads

**AUDITOR’S USE ONLY**

**BA#**

Budget Action Form Revised 11/95