

MARIPOSA COUNTY DEPARTMENT OF HUMAN SERVICES  
BY: Cheryle Rutherford-Kelly

PHONE: 966-3609

RECOMMENDED ACTION AND JUSTIFICATION: POLICY ITEM: YES ( ) NO (X)

SEE ATTACHMENT

BACKGROUND AND HISTORY OF BOARD ACTIONS:

SEE ATTACHMENT

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

SEE ATTACHMENT

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COSTS: ( ) Not Applicable

A. Budgeted CURRENT FY \$ \_\_\_\_\_

B. Total anticipated costs \$ \_\_\_\_\_

C. Required add'l funding \$ \_\_\_\_\_

D. Internal transfers \$ \_\_\_\_\_

SOURCE: (X) 4/5's vote required

A. Unanticipated revenue \$ \_\_\_\_\_

B. Reserve for Contingencies \$ \_\_\_\_\_

C. Source description: \_\_\_\_\_

SPECIAL INSTRUCTIONS:

List the attachments and number pages accordingly:  
Page One Department Memo  
Page Two Letter to CSD

Balance in Reserve for Contingencies, if approved: \$ \_\_\_\_\_

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CLERK'S USE ONLY:

Resolution No.: 01-358

Ordinance No.: \_\_\_\_\_

Vote: Ayes: 5 Noes: \_\_\_\_\_

Absent: \_\_\_\_\_ Abstain: \_\_\_\_\_

ADMINISTRATIVE OFFICER'S RECOMMENDATION:

This item on Agenda as:

\_\_\_\_ Recommended      \_\_\_\_\_ Returned for further action

\_\_\_\_ Not recommended       Submitted w/ comment

\_\_\_\_ Policy determination

Approved      ( ) Denied

( ) Minute Order attached.

( ) No Action Necessary.

The foregoing instrument is a \_\_\_\_\_ correct copy of the original on file in this office.

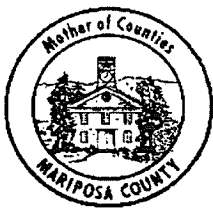
Date: \_\_\_\_\_

Comment: Public Works to make actual purchase of van

A.O. Initials: [Signature]

MARGIE WILLIAMS  
Clerk of the Board,  
County of Mariposa,  
State of California

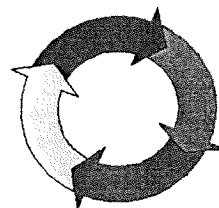
BY: \_\_\_\_\_  
Deputy



**MARIPOSA COUNTY  
DEPARTMENT OF HUMAN SERVICES**

***Community Action Programs***

*Promoting Self-Sufficiency Through Community Partnerships*



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**Cheryle  
Rutherford-Kelly  
Executive-Director**

**Housing and Community Development Division**  
5200 Highway 49 North, Post Office Box 39  
Mariposa, California 95338

(209) 966-3609  
(800) 266-3609  
FAX (209) 966-3519  
Mccap@sierratel.com

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December 5, 2001

TO: Members, Board of Supervisors  
FROM: Cheryle Rutherford-Kelly *CR*  
RE: Community Action Agency

**RECOMMENDATION**

It is respectfully recommended that your Board authorize the Department of Human Services (Community Action) to:

1. Apply for Capacity Building Funds to purchase a new Weatherization van through the State Department of Community Services and Development (CSD);
2. Accept approximately \$23,000 of unanticipated revenue from the State; and
3. Approve the purchase of a van for Community Action's Weatherization Program.

**BACKGROUND / CURRENT SITUATION**

The Weatherization program is administered through Community Action and operates in collaboration with the Public Works Department. Public Works authorizes a part-time technician to deliver services to eligible County residents. This year, approximately fifty homes in Mariposa County will benefit from the Weatherization program.

Our State representative from CSD recently informed Community Action that Capacity Building Funds might be available to our Agency. We were advised that we could request the amount needed to purchase a new cargo van for the Weatherization program. The vehicle most recently utilized by the program was a 1974 Suburban issued by the Public Works Department. The vehicle was recently retired due to several mechanical malfunctions and a loaner is being provided.

A letter was forwarded to CSD informing them that the Agency needs a replacement vehicle for the Weatherization program. A copy of that letter is attached for your information. The State has advised us that they will grant our request and we would like to accept the money if it is acceptable to your Board.

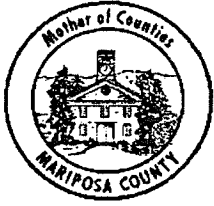
**FINANCIAL**

An allocation to cover the cost of a new cargo van (approximately \$23,000) will be made available to Community Action. Although the vehicle will be County owned, there are no local dollars needed for match. If the County does not wish to accept the money, it would be made available to another county.

**SERVICES AND COMMUNITY PARTNERS**

Calaveras – Mariposa Community Action Agency  
Low Income Home Energy Assistance Programs  
Emergency Homeless Assistance Program

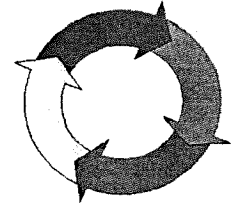
FEMA Emergency Food and Shelter Program  
PG&E - Salvation Army REACH Program  
Salvation Army Extension Committee



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Rutherford-Kelly  
Director**

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September 18, 2001

Timothy M. Dayonot  
Director  
Department of Community Services and Development  
700 North 10<sup>th</sup> Street, Room 258  
Sacramento, CA 95814

Dear Mr. Dayonot:

Our Contract Administrator spoke with Jeannette Nelson of CSD North today regarding use of weatherization program income to purchase a vehicle. Our agency would not be able to build this type of income for several years. Ms. Nelson explained that an invitation to apply for Capacity Building funds was sent to our agency this past spring. Unfortunately, we were in the process of hiring our Contract Administrator and could not avail ourselves of this opportunity at that particular time.

If Capacity Building funds are still available, our agency would like to apply for assistance to buy a van for the weatherization program. The present weatherization vehicle we utilize is a 1973 suburban that we rent from our County Public Works Department.

If we can apply for funds, it would be appreciated if a member of your staff would contact Jeanette Garcia, our Contract Administrator. She would need information regarding the application process. Please contact her at 209-966-3609 x257.

Thank you for your assistance.

Sincerely,

Cheryle Rutherford-Kelly, MSW  
Director of Human Services

**SERVICES AND COMMUNITY PARTNERS**

Calaveras – Mariposa Community Action Agency  
Low Income Home Energy Assistance Programs  
Emergency Homeless Assistance Program

FEMA Emergency Food and Shelter Program  
PG&E - Salvation Army REACH Program  
Salvation Army Extension Committee

# BUDGET ACTION FORM

FUND	DEP/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
335	0514-305	65-23	LIHEAP WX/Energy	H041A	(23,000)	
335	3514-941	06-44	Other Equipment	H041A	23,000	
TOTALS					0	0
TRANSFER BETWEEN FUNDS					DEBIT	CREDIT
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
- Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to
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State Department of Community Services and Development will provide Mariposa County  
 Department of Human Services (Community Action) with Capacity Building Funds  
 for the purchase of a new weatherization vehicle

DEPT HEAD SIGNATURE <i>Chya [Signature]</i>	DATE 12/10/01
APPROVED BY RES. NO. 01-358 CLERK <i>[Signature]</i>	DATE 12-18-01

*OK [Signature]*

DEPARTMENT \_\_\_\_\_

AUDITOR'S USE ONLY  
 BA # \_\_\_\_\_