

96-151

MARIPOSA COUNTY
BOARD OF SUPERVISORS

AGENDA
ACTION FORM

DATE: April 16, 1996
AGENDA ITEM NO: 5-A

HOUSING AND COMMUNITY DEVELOPMENT AGENCY

BY: James F. Evans

PHONE: 966-6121

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

Resolution authorizing the transfer of \$18,085 from Head Start Salaries to Services and Supplies to make improvements to the classrooms, purchase a telephone system, and provide for professional services. (3/5 th's vote). (Continued from mid-year budget report discussion).

BACKGROUND AND HISTORY OF BOARD ACTIONS:

The Board requested more information on this item contained in the mid-year budget report.

LIST ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve transfer and funds will be returned to another Head Start grantee.

COSTS: (X) Not Applicable

- A. Budgeted CURRENT FY \$ _____
- B. Total anticipated costs \$ _____
- C. Required add'l funding \$ _____
- D. Internal transfers \$ _____

SPECIAL INSTRUCTIONS
List the attachments and number pages accordingly:
_____ 2 pages _____

SOURCE: () 4/5's vote required

- A. Unanticipated revenues \$ _____
- B. Reserve for Contingencies \$ _____
- C. Source description: _____

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

CLERK'S USE ONLY:

Resolution No.: 96-151
 Ordinance No.: _____
 Vote: Ayes: 4 Noes: 1
 Absent: _____ Abstain: _____
 Approved Denied
 Minute Order attached.
 No Action Necessary.

ADMINISTRATIVE OFFICER'S
RECOMMENDATION:

This item on Agenda as:
 Recommended
 Not recommended
 Policy determination
 Submitted w/ comment
 Returned for further action
 Comment: _____

The foregoing instrument is a correct copy of the original on file in this office.
Date: _____

A.O. Initials: [Signature]

ATTEST: _____
MARGIE WILLIAMS
Clerk of the Board,
County of Mariposa,
State of California

BY: _____
Deputy



HOUSING AND COMMUNITY
DEVELOPMENT AGENCY



- Calaveras/Mariposa County
Community Action Agency
- Head Start
- Housing Authority of the
County of Mariposa
- Recreation Programs

James F. Evans Director

April 4, 1996

TO: Board of Supervisors
FROM: James F. Evans, Director *JFE*
SUBJECT: HEAD START BUDGET TRANSFERS

There was substantial personnel savings this past Head Start Program Year 3 for several reasons:

- * Replacement of the Head Start Program Director with a contract professional.
- * Decision not to appoint an approved permanent part-time cook position and replacement of one permanent part-time staff with an extra-help appointment due to the future subgrant with Madera County Action Committee.
- * Replacement of one staff with a lower cost employee.

I request your approval to utilize these savings to finish the Head Start school year with contract employees and upgrade the classrooms and office as follows:

- (1) Authorize the Mariposa County School District to provide a sprinkler system and lawn at the Mariposa Center. \$2,500.
- (2) Driveway gravel, outside water system, and swing set installation at Greeley Hill. \$2,050.
- (3) Replacement of deteriorated tables, chairs, other classroom items with higher quality items at both sites. Note these items have extremely long or lifetime warranties and are highly recommended by School District professionals and the interim Head Start Program Director (former elementary school principal). \$4,650.
- (4) New office telephone system. The old system was inexpensive and did not provide users with privacy or modern conveniences such as speaker, DND, etc. \$1,620.
- (5) Miscellaneous classroom and kitchen supplies and appliances. \$800.

Note that items (1) - (4) were included in the original grant application but had to be deleted due to increased costs associated with the installation of the classrooms.

Thank you for your consideration of these important items.

BUDGET ACTION FORM

FUND	DEPT/DIV	ACCOUNT	DESCRIPTION	INCREASE	DECREASE
334	0515	913.0435	Head Start/03 classrooms	\$10,000	
334	0515	913.06-78	" telephones	1,620	
334	0515	914.04-18	" admin Professional svcs.	6,465	
334	0515	911.01-91	" Director salaries		\$18,085
TOTALS					

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;

~~XXXX~~ Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget another, or between categories within a budget unit;

JUSTIFICATION *See memo*

DEPT HEAD SIGNATURE *[Signature]* DATE *4-4-96*
 APPROVED BY RES NO. *96-151* CLERK *[Signature]* DATE *4-16-96*

AUDITOR'S USE ONLY
 BA #