

DEPARTMENT: Human Services

BY: Cheryle Rutherford-Kelly  
PHONE: (209) 966-2442

RECOMMENDED ACTION AND JUSTIFICATION:

PLEASE SEE ATTACHMENT

BACKGROUND AND HISTORY OF BOARD ACTIONS:

PLEASE SEE ATTACHMENT

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

PLEASE SEE ATTACHMENT

Financial Impact? (X) Yes	( ) No	Current FY Cost:
Budgeted In Current FY? (X) Yes	( ) No ( ) Partially Funded	
Amount in Budget:	\$	
Additional Funding Needed:	\$	
Source: Contracts/Grants		
Internal Transfer	\$26,050	
Unanticipated Revenue		4/5's vote
Transfer Between Funds		4/5's vote
Contingency		4/5's vote
( ) General ( ) Other		

Annual Recurring Cost:

Page One, Memo to the Board  
Page Two, Budget Action Form

CLERK'S USE ONLY:

Res. No. 03-225 Ord. No. \_\_\_\_\_  
 Vote - Ayes: 5 Noes: \_\_\_\_\_  
 Absent: \_\_\_\_\_  
 Approved  
 ( ) Minute Order Attached ( ) No Action Necessary

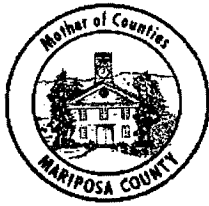
COUNTY ADMINISTRATIVE OFFICER:

\_\_\_\_\_ Requested Action Recommended  
 No Opinion  
 Comments:

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

CAO: [Signature]



**MARIPOSA COUNTY  
DEPARTMENT OF HUMAN SERVICES**

***Community Action Programs***

*Promoting Self-Sufficiency Through Community Partnerships*

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**Cheryle  
Rutherford-Kelly**  
Director

**Housing and Community Development Division**

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June 12, 2003

TO: Members, Board of Supervisors  
FROM: Cheryle Rutherford-Kelly  
RE: 2002-2003 Budget Transfer

**RECOMMENDATION**

It is respectfully recommended that your Board approve an intrabudget transfer of \$26,050 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 County's 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 vulnerable, needing major appliance replacements such as new stoves, refrigerators, and furnaces. Therefore, the impact on labor and materials expense accounts has increased significantly requiring a transfer between budgetary line items. Upon approval, budget line item funds will be transferred to cover the short fall.

The Fund 335 intrabudget transfer request was not anticipated at midyear as budget projections were on target at that time.

**FINANCIAL**

The State reimburses Fund 335 entirely for the Weatherization Program. Fund 335 has the revenue to cover expenditures. It also has expenditure savings to accommodate the transfer. The 2002-03 budget simply needs be adjusted to pay vendors and to continue providing client services.

This action has no impact on the General Fund.

**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	941.01-44	Contract Administrator			7,000
335	0514	941.01-99	Account Clerk I, II, III			5,400
335	0514	941.04-18	Professional Services			5,000
335	0514	941.06-42	Computer Equipment			3,000
335	0514	941.04-12	Maintenance of Buildings			2,050
335	0514	941.04-43	Client Education			1,000
335	0514	941.04-62	Computer Equipment			800
335	0514	941.04-81	Software			1,800
335	0514	941.04-34	Client Services	H046A	4,000	
335	0514	941.04-35	Materials	H046A	12,500	
335	0514	941.04-37	CSBG Delegate Agency	H046A	6,050	
335	0514	941.04-40	Labor	H046A	3,500	
				TOTALS	26,050	26,050
TRANSFER BETWEEN FUNDS					DEBIT	CREDIT
				TOTALS	26,050	26,050

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

(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      Program expenditures exceeded mid-year projections

DEPT HEAD SIGNATURE <i>Cheryl Rutherford Kelly</i>	DATE <i>6/12/03</i>
APPROVED BY RES NO. <i>03-225</i> CLERK <i>MM</i>	DATE <i>6-24-03</i>

*COMMUNITY ACTION - CAA*

AUDITOR'S USE ONLY  
BA #