

DEPARTMENT: Human Services/Housing

BY: Cheryle Rutherford-Kelly
PHONE: 966-2442 x32

RECOMMENDED ACTION AND JUSTIFICATION:

It is respectfully recommended that your Board approve intrabudget transfers within the Housing Assistance Program, Fund 332, to reflect actual program expenditures for Fiscal Year 2002-2003.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Financial Impact? () Yes (X) No	Current FY Cost: \$	Annual Recurring Cost: \$
Budgeted In Current FY? (X) Yes () No () Partially Funded		
Amount in Budget: \$6,400		List Attachments, number pages consecutively
Additional Funding Needed: \$		Board Memo
Source:		Budget Action Form
Internal Transfer X		
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.: 03-288 Ord. No. _____
 Vote - Ayes: 3 Noes: _____
 Absent: Balmain, Parker
 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: RH



MARIPOSA COUNTY
HUMAN SERVICES DEPARTMENT

P.O. Box 7 • Mariposa, CA 95338 • (209) 966-2131 • Fax (209) 966-5943

Alcohol & Drug Community Action Housing Authority Mental Health Public Guardian/Conservator Social Services
CHERYLE RUTHERFORD-KELLY, MSW, DIRECTOR

July 22, 2002

TO: Members, Board of Supervisors
FROM: Cheryle Rutherford-Kelly
RE: Housing Assistance Program / Fiscal Year 2002-2003 Budget Transfer
 Within Fund 332

RECOMMENDATION

It is respectfully recommended that your Board approve intrabudget transfers within the Housing Assistance Program, Fund 332, to reflect actual program expenditures for Fiscal Year 2002-2003.

BACKGROUND and CURRENT SITUATION

Community Action provides housing assistance services to vulnerable populations including the elderly and disabled. Amounts budgeted for each type of voucher available are based on estimates of anticipated need. It is necessary to adjust the estimates to reflect and cover actual expenditures now known

Funds available for portable housing assistance payments (HAP) need to be transferred to the line item funding regular HAPs. Portable vouchers can be taken to other jurisdictions. Other miscellaneous adjustments are needed to accurately reflect year-end expenditure account balances.

FINANCIAL

The attached budget action form shows the needed entries to close out the fiscal year for budget unit 332. There are no County dollars involved and the action will have no impact on the General Fund.

BUDGET ACTION FORM

FUND	DEP/DIV	ACCOUNT	DESCRIPTION	PROJECT	INCREASE	DECREASE
332	0512	921.02-01	Extra Help			1,400
332	0512	921.03-01	Benefits		600	
332	0512	921.04-17	Office Expense		500	
332	0512	921.04-31	Rents & Leases - Buildings		200	
332	0512	921.04-60	Utilities		100	
332	0512	921.05-33	Portable HAP Occupied			5,000
332	0512	921.05-34	HAP Occupied		5,000	
TOTALS					6,400	6,400

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
- Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to

JUSTIFICATION: Year-end Budget Adjustment

DEPT HEAD SIGNATURE	DATE
APPROVED BY RES NO. <u>03-288</u> CLERK <u>MWJ</u>	DATE <u>8-5-03</u>

DEPARTMENT _____

AUDITOR'S USE ONLY
BA #