


County of San Mateo
Human Services Agency
Inter-Departmental Correspondence

Date. April 30, 2001
Hearing Date. May 8, 2001

TO. Honorable Board of Supervisors

FROM: Maureen Borland, Director, Human Services Agency 

SUBJECT Appropriation Transfer Request (ATR) to increase Revenues and Expenditures for the Alcohol and Drug Services Budget Unit

RECOMMENDATION

Approve an ATR to transfer \$117,023 from Reserves to Other Charges and to increase appropriations and unanticipated revenues in the amount of \$292,997 in the Alcohol and Drug Services Budget Unit (7410B) for FY 2000-2001

Background/Discussion

On January 25, 2001, Alcohol and Drug Services received a five-year Comprehensive Drug Court Implementation Program (CDCI) grant funding Drug Court costs in the amount of \$203,910 for calendar year 2001. The state authorized the use of these funds for various one-time expenses and for sustaining two drug court grants, one of which expired on February 28, 2001 and the other will expire on September 30, 2001. This ATR reflects the amount anticipated to be spent in FY 2000-01 of \$87,060

The adopted budget for FY 2000-01 includes \$117,023 in Reserves that were set aside to pay for Outcome Based Management (OBM) costs incurred by the Alcohol and Drug Treatment contract providers. These costs included the administrative support needed for the implementation of the OBM program and data entry support that each provider needed for the data collection. Contract amendments adding these amounts for OBM costs have been executed. Funding for the Reserves came from Federal Substance Abuse Prevention and Treatment Services (SAPT) and the California Department of Alcohol and Drug Program – State General Fund allocations. This ATR moves \$117,023 from Reserves to Other Charges to cover these contracted costs

Due to expenditures not being budgeted in FY 2000-01, there will be insufficient appropriations in the Salaries and Benefits, Services and Supplies and Other Charges. This ATR increases appropriations for these expenditures in the amount of \$88,914

Fiscal Impact

There is no Net County Cost associated with these allocation increases or the approval of this ATR

Hideki Hara
Ext 5105

COUNTY OF SAN MATEO			REQUEST NO	
PAGE 1 of 2		APPROPRIATION TRANSFER REQUEST		
DEPARTMENT HUMAN SERVICES AGENCY			DATE 4/13/01	
1 REQUEST TRANSFER OF APPROPRIATIONS AS LISTED BELOW.				
C O D E S				
	FUND OR ORG	ACCOUNT	AMOUNT	
	DESCRIPTION			
From	74105	1853	87,060	OCJP GRANT - STATE
	74105	1956	62,291	ALL OTHER FEDERAL AID
	74105	1871	26,623	ALL OTHER STATE AID
To	74105	4128	17,837	REGULAR PAY ADJUSTMENTS
	74105	4629	8,786	REGULAR BENEFIT ADJUSTMENTS
	74105	5191	6,678	OUTSIDE PRINTING
Justification (Attach Memo if Necessary)				
See Board Memo				
DEPARTMENT HEAD <i>[Signature]</i> BY <i>[Signature]</i> DATE 4-25-01				
2 <input type="checkbox"/> Board Action Required <input type="checkbox"/> Four-Fifths Vote Required <input type="checkbox"/> Board Action Not Required Remarks				
COUNTY CONTROLLER BY _____ DATE _____				
3 <input type="checkbox"/> Approve as Requested <input type="checkbox"/> Approve as Revised <input type="checkbox"/> Disapprove Remarks				
COUNTY MANAGER BY _____ DATE _____				

DO NOT WRITE BELOW THIS LINE — FOR BOARD OF SUPERVISORS' USE ONLY

BOARD OF SUPERVISORS COUNTY OF SAN MATEO STATE OF CALIFORNIA

RESOLUTION TRANSFERRING FUNDS

RESOLUTION NO _____

RESOLVED by the Board of Supervisors of the County of San Mateo that

WHEREAS the Department hereinabove named in the Request for Appropriation Allotment or Transfer of Funds has requested the transfer of certain funds as described in said Request and

WHEREAS the County Controller has approved said Request as to accounting and available balances, and the County Manager has recommended the transfer of funds as set forth hereinabove

NOW THEREFORE IT IS HEREBY ORDERED AND DETERMINED that the recommendations of the County Manager be approved and that the transfer of funds as set forth in said Request be effected.

Regularly passed and adopted this _____ day of _____ 19____

Ayes and in favor of said resolution

Noes and against said resolution

Supervisors. _____

Supervisors _____

Absent
Supervisors _____

ATTEST.

CHAIRMAN BOARD OF SUPERVISORS
COUNTY OF SAN MATEO

Clerk of Said Board

DISTRIBUTE WHITE GREEN CANARY PINK GOLDENROD	— BOARD OF SUPERVISORS — CONTROLLER — COUNTY MANAGER — DEPARTMENT — TREASURER
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PAGE 2 of 2	COUNTY OF SAN MATEO APPROPRIATION TRANSFER REQUEST	REQUEST NO
DEPARTMENT HUMAN SERVICES AGENCY	DATE 4/13/01	
1 REQUEST TRANSFER OF APPROPRIATIONS AS LISTED BELOW.		
	C O D E S	
	FUND OR ORG ACCOUNT	AMOUNT DESCRIPTION
From	74102 8612	117,023 DEPARTMENTAL RESERVES
To	74105 6163	204,083 PSP TREATMENT SERVICES
	74105 6712	20,191 TELEPHONE SERVICE CHARGES
	74105 6722	6,818 COPY CENTER CHARGES
	74105 5193	28,604 GENERAL OFFICE SUPPLIES
Justification (Attach Memo if Necessary)		
See Board Memo		
DEPARTMENT HEAD		
BY	DATE	
2 <input type="checkbox"/> Board Act on Required <input type="checkbox"/> Four-Fifths Vote Required <input type="checkbox"/> Board Action Not Required		
Remarks		
COUNTY CONTROLLER		
BY	DATE	
3 <input type="checkbox"/> Approve as Requested <input type="checkbox"/> Approve as Revised <input type="checkbox"/> Disapprove		
Remarks		
COUNTY MANAGER		
BY	DATE	

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Regularly passed and adopted this _____ day of _____ 19____

Ayes and in favor of said resolution

Noes and against said resolution.

Supervisors _____

Supervisors _____

 Absent Supervisors. _____

ATTEST:

 CHAIRMAN BOARD OF SUPERVISORS
 COUNTY OF SAN MATEO

 Clerk of Said Board

DISTRIBUTE TO	
WHITE	— BOARD OF SUPERVISORS
GREEN	— CONTROLLER
CANARY	— COUNTY MANAGER
PINK	— DEPARTMENT
GOLDENROD	— TREASURER