



COUNTY OF SAN MATEO
Inter-Departmental Correspondence

County Manager's Office

DATE: October 23, 2001

BOARD MEETING DATE: October 30, 2001

TO: Honorable Board of Supervisors
FROM: John Maltbie, County Manger
SUBJECT: Appropriation Transfer Request (ATR)

Recommendation

Approve an ATR in the amount of \$1,280,832 transferring Intergovernmental Revenues (\$370,000) and Fund Balance (\$910,832) to Salaries and Benefits (\$100,000), Services and Supplies (\$225,000), Other Charges (\$408,201), Fixed Assets (\$25,000) and Contingencies (\$522,631) for the purpose of aligning the Library's budget approved by the Joint Powers Authority with the County Library budget.

Background and Discussion

As of January 11, 1999, the San Mateo County Library Joint Powers Authority (JPA) became the legal governing agency of the County Library. The JPA is responsible for the provision of library services to the 11 city and town members as well as all unincorporated areas of the County. The JPA is charged with providing policy direction and governance for the County Library, approving the budget and disposition of revenues for library services, and approving and overseeing the services and programs of the library system. The County's financial obligation to the libraries is provided through an annual contribution to the JPA. The JPA adopted its final budget on October 1, 2001 for the FY 2001-02 after the final budget changes to the Recommended Budget were approved by this Board on September 18, 2001. This ATR ensures that the budget approved by the JPA matches the budget displayed by the County in its Adopted Budget.

Fiscal Impact

The total amount of the ATR is \$1,280,832. Funding is provided by Intergovernmental Revenues and Fund Balance. There is no Net County Cost impact.

RECOMMENDED

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ASSISTANT COUNTY MANAGER

COUNTY OF SAN MATEO
APPROPRIATION TRANSFER REQUEST

REQUEST NO.
ATR2 - 031

DEPARTMENT

County Manager's Office

DATE

10.30.01

1. REQUEST TRANSFER OF APPROPRIATIONS AS LISTED BELOW:

	C O D E S		AMOUNT	DESCRIPTION
	FUND OR ORG.	ACCOUNT		
From	<i>Various</i>	<i>Various</i>	<i>\$1,280,832.00</i>	<i>See Attached</i>
To	<i>Various</i>	<i>Various</i>	<i>\$1,280,832.00</i>	<i>See Attached</i>

Justification. (Attach Memo if Necessary)

Transfers Unanticipated Revenue (\$370,000) and Fund Balance (\$910,832) to Salaries and Benefits (\$100,000), Services and Supplies (\$225,000), other charges (\$408,201), Fixed Assets (\$25,000) and Contingencies (\$522,631) to ensure the budget approved by the JPA matches the budget displayed by the County.

DEPARTMENT HEAD

BY:

Jim Saco

DATE

10/24/01

2. ☐ Board Action Required

☒ Four-Fifths Vote Required

☐ Board Action Not Required

Remarks:

COUNTY CONTROLLER

BY:

M. A.

DATE

10.25.01

3. ☒ Approve as Requested

☐ Approve as Revised

☐ Disapprove

Remarks:

COUNTY MANAGER

BY:

Paul Scannell

DATE

10.25.01

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: _____

**COUNTY OF SAN MATEO
APPROPRIATION TRANSFER REQUEST (ATR)**

	<u>CODES</u>		<u>Amount</u>	<u>Class/Object-Budget Unit</u>
	<u>Org</u>	<u>Account</u>		
FROM:	37105	1021	286,000	Intergovernmental Revenues - Current Yr Secured
	37015	1041	89,000	Intergovernmental Revenues - CY SB 813 Secured Supplemental
	37105	1521	25,000	Intergovernmental Revenues - Interest Earned
	37105	1871	(50,000)	Intergovernmental Revenues - All Other State Aid
	37105	2291	20,000	Intergovernmental Revenues - Library Fees and Fines
	37105	333	910,832	Fund Balance
			<u>\$ 1,280,832</u>	
TO:	37105	4161	100,000	Salaries and Benefits - Extra Help
	37105	5631	40,000	Services and Supplies - Electric & Gas Utilities
	37105	5731	10,000	Services and Supplies - Employee Training Expense
	37105	5858	75,000	Services and Supplies - Other Professional Contract Services
	37305	5931	25,000	Services and Supplies - Books - Adult
	37305	5932	25,000	Services and Supplies - Books - Children
	37305	5934	10,000	Services and Supplies - Books - Serials
	37305	5936	10,000	Services and Supplies - Audio Recordings
	37305	5937	10,000	Services and Supplies - Videos
	37305	5938	10,000	Services and Supplies - Library Computer Materials
	37305	5939	10,000	Services and Supplies - Books - Non-English Language
	37105	6716	408,201	Other Charges - County Leased Facility Rental
	37105	7311	25,000	Fixed Assets - Equipment
	37105	8611	522,631	Appropriations for Contingencies
			<u>\$ 1,280,832</u>	
Balance			<u>-</u>	