



County of Santa Cruz

359

HUMAN RESOURCES AGENCY

CECILIA ESPINOLA, ADMINISTRATOR

1000 EMELINE ST., SANTA CRUZ, CA 95060

(408) 454-4130 OR 454-4045 FAX: (408) 454-4842

February 10, 1999

Agenda: February 23, 1999

BOARD OF SUPERVISORS

County of Santa Cruz

701 Ocean Street

Santa Cruz, CA 95060

ACCEPTANCE OF UNANTICIPATED REVENUE AND TRANSFER OF APPROPRIATIONS IN THE JOB TRAINING PARTNERSHIP ACT BUDGET

Dear Members of the Board:

The CareerWorks Division of the Human Resources Agency receives federal Job Training Partnership Act (JTPA) funds to operate a variety of local workforce development programs. Because some of these programs last up to two years longer than the County's fiscal year, it is often necessary to carry-in fund balances from one year to the next to cover prior year accruals and ongoing program commitments. CareerWorks has now identified \$750,000 in carry-in funds requiring Board acceptance. AUD-60 and its attachment propose that the carry-in funds be accepted into the various Salary, Benefit, Services and Supplies categories where funds were initially appropriated in FY 97/98 when program funding was first accepted. AUD-74 and its attachment propose that several budgetary appropriation transfers occur to more appropriately align carry-in to current program needs. There is no County cost associated with these transfers.

IT IS THEREFORE RECOMMENDED that your Board adopt the attached AUD-60 resolution accepting unanticipated revenue totaling \$750,000 and appropriating these funds as described on the Attachment to the AUD-60; and adopt the attached AUD-74 resolution making budgetary appropriation transfers as described on the Attachment to the AUD-74.

Very truly yours,

Cecilia Espinola (ET)

CECILIA ESPINOLA

Administrator

CE:KZ:BCB:pc

cc: Auditor-Controller

RECOMMENDED:

Susan A. Mauriello

Susan A. Mauriello

County Administrative Officer

BEFORE THE BOARD OF SUPERVISORS
OF THE COUNTY OF SANTA CRUZ, STATE OF CALIFORNIA

Resolution No. _____

On the motion of Supervisor _____
duly seconded by Supervisor _____
the following resolution is adopted:

RESOLUTION ACCEPTING UNANTICIPATED REVENUE

Whereas, the County of Santa Cruz is a recipient of funds from STATE JOB TRAINING PARTNERSHIP
DIVISION for HUMAN RESOURCES JTPA program; and

WHEREAS, the County is recipient of funds in the amount of \$ 750,000 which are either in excess of those anticipated or are not specifically set forth in the current fiscal year budget of the County; and

WHEREAS, pursuant to Government Code Section 29130(c) / 29064(b), such funds may be made available for specific appropriation by four-fifths vote of the Board of Supervisors-;

NOW, THEREFORE, BE IT RESOLVED AND ORDERED that the Santa Cruz County Auditor-Controller accept funds in the amount of \$ 750,000 into Department HUMAN RESOURCES AGENCY. JTPA

<u>T/C</u>	<u>Index Number</u>	<u>Revenue Subobject Number</u>	<u>Account Name</u>	<u>Amount</u>
001	396000	**SEE ATTACHED**		\$ 750,000

and that such funds be and are hereby appropriated as follows:

<u>T/C</u>	<u>Index Number</u>	<u>Espenditure Subobject Number</u>	<u>PRJ/UCD</u>	<u>Account Name</u>	<u>Amount</u>
021	396000	**SEE ATTACHED**			\$ 750,000

DEPARTMENT HEAD I hereby certify that the fiscal provisions have been researched and that the Revenue(s) (has been) (will be) recieved within the current fiscal year.

By _____
Department Head

Date 2/10/99

ATTACHMENT TO AUD60: FEBRUARY 23, 1999

ACCEPT FUNDS AS FOLLOWS:

TIC #	Index #	Sub-Obj Account Name	Amount	Line #
001	396000	1096 Federal Aid - JTPA	750,000	1
Total Revenue			750,000	

APPROPRIATE FUNDS AS FOLLOWS:

TIC #	Index #	Sub-Obj Account Name	Amount	Line #
Salaries and Benefits				
021	396000	3100 Regular Pay - Permanent	206,536	2
021	396000	3110 Regular Pay - Extra Help	52,411	3
021	396000	3140 Differential Pay	8,198	4
021	396000	3150 OASDI-Social Security	25,524	5
022	396000	3155 PERS	29,898	6
021	396000	3160 Employee Insurance	17,094	7
021	396000	3170 Workers Compensation	25,730	8
Subtotal			365,391	
Services and Supplies				
021	396000	3305 Other Insurance	1,250	9
021	396000	3405 Maint Structural Imprvmnts	34,097	10
021	396000	3451 Miscellaneous	1,880	11
021	396000	3475 Services & Supplies	915	12
021	396000	3484 Duplicating Services	36,613	13
021	396000	3491 Postage	6,657	14
021	396000	3493 Supplies	6,905	15
021	396000	3570 Custodial Svcs	8,323	16
021	396000	3615 HRA Overhead	61,966	17
021	396000	3800 Equipment Lease & Rent	6,741	18
021	396000	3810 Rents & Leases	17,583	19
021	396000	3825 Small Tools	5,500	20
021	396000	3975 Special Misc Expense	125,457	21
021	396000	3990 Photo Supplies	200	22
021	396000	4110 Subscriptions	14,719	23
021	396000	4154 Education & Training	2,783	24
021	396000	4160 Gas, Oil, Fuel	285	25
021	396000	4166 Mileage	544	26
021	396000	4168 Travel - Other	2,234	
021	396000	4170 Registrations	4,875	2
021	396000	4175 Service Center	424	3
Subtotal			338,826	
Other Charges (Contracts)				
021	396000	5425 HRA Individual Referral	45,783	4
Subtotal			45,783	
Total Appropriations:			750,000	

COUNTY OF SANTA CRUZ
 REQUEST FOR TRANSFER OR REVISION
 OF BUDGET APPROPRIATIONS AND/OR FUNDS

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Department: HUMAN RESOURCES AGENCY - JTPA DIVISION

Date: 2/10/99

TO: Board of Supervisors / County Administrative Officer / District Board

I hereby request your approval of the following transfer of budget appropriations **and/or** funds in the fiscal year ending June 30, 19 gg.

AUDITORS USE ONLY			
DOCUMENT #	AMOUNT	L/N	T/C HASH
JE 6, , , ,	, I I , , , I I		I I I I

BATCH #	
DATE	Keyed By:

	T/C	INDEX	SUBJECT	USER CODE	AMOUNT		ACCOUNT DESCRIPTION *
T R A N S F E R	0,2,1	3,9,6,0,0,0	I I I	I, I I I	1,8,4	2,0,0,0,0	***SEE ATTACHED***
F R O M	0,2,2	3,9,6,0,0,0	, , ,	, , , , ,	1,8,4	2,0,0,0,0	***SEE ATTACHED***

Explanation: TO ADDRESS CURRENT PROGRAM NEEDS.

Name BARBARA COY-BULIC *Barbara Coy-Bulic* Title FISCAL ANALYST / JTPA

Auditor-Controller's Action: I hereby certify that unencumbered balance(s) is/are available in the appropriations funds and in the amounts indicated above.

Auditor-Controller, by Linda Chou Deputy Date 2/11/99

County Administrative Officer's Action: Recommended to Board Approved Not Recommended or Approved

County Administrative Officer G. M. Sch... Date 2/11/99

State of California }
 ss. } As the Clerk of the Board of Supervisors of the County of Santa Cruz, I do hereby certify that the foregoing request for
 County of Santa Cruz } duly entered in the minutes of said Board on

_____, 19____, BY _____, Deputy Clerk

(A-C)* Desc: _____ # _____ - Budget Transfer

Distribution: BRD. NAME AGENDA DATE ITEM NO.
 White-Board of Supervisors Green-County Administrative Officer Goldenrod-Departmental Control COPY
 Yellow-Auditor-Controller Fink-Originating Department

A-C Review		

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ATTACHMENT TO AUD74: FEBRUARY 23, 1999

TRANSFER FUNDS TO:

TIC #	Index #	Sub-Obj	Account Name	Amount
Salaries and Benefits				
021	396000		3105 Overtime Pay - Permanent	4,000.00
021	396000		3110 Regular Pay - Extra Help	30,000.00
021	396000		3140 Differential Pay	3,500.00
Subtotal				37,500.00
Services and Supplies				
021	396000		3450 Memberships	2,500.00
021	396000		3451 Miscellaneous	20,000.00
021	396000		3614 Hospital Services	6,200.00
021	396000		3615 HRA Overhead	50,000.00
021	396000		3810 Rents & Leases	50,000.00
021	396000		4154 Education & Training	8,000.00
021	396000		4162 Lodging	3,500.00
021	396000		4164 Meals	1,000.00
021	396000		4168 Travel - Other	2,500.00
021	396000		4180 Travel Advances	3,000.00
Subtotal				146,700.00
Total Transfer To:				184,200.00

TRANSFER FUNDS FROM:

022	396000		3405 Maint Structural Imprvmnts	(93,717.00)
022	396000		3570 Custodial Svcs	(8,323.00)
022	396000		4160 Gas, Oil, Fuel	(2,285.00)
022	396000		4170 Registrations	(9,875.00)
022	396000		5490 Obligation Reserves	(70,000.00)
Total Transfer From				(184,200.00)

BCB:O:\Finance\brdltrcry2