

THE BOARD OF SUPERVISORS OF THE COUNTY OF STANISLAUS
ACTION AGENDA SUMMARY

DEPT: CHILD SUPPORT SERVICES

BOARD AGENDA # *B-3

Urgent

Routine

AGENDA DATE June 8, 2010

CEO Concur with Recommendation YES NO

4/5 Vote Required YES NO

(Information Attached)

SUBJECT:

Approval to Purchase Two (2) Vehicles and to Replace Worn Areas of Carpet

STAFF RECOMMENDATIONS:

1. Approve purchase of two (2) vehicles and replacement of worn carpet in heavy traffic areas occupied by the Department of Child Support Services within the Community Services Facility.
2. Direct the Auditor-Controller to transfer funds from Salaries and Wages account in the amount of \$65,000 to Fixed Asset account as detailed in the Budget Journal Form.

FISCAL IMPACT:

The Fiscal Year 2009-2010 Final Budget included \$16,100,137 for the Department of Child Support Services (DCSS) budget, funded from departmental revenue of \$15,812,663, and \$287,474 in department fund balance. With the Board's approval, the Department is requesting to transfer existing appropriations of \$65,000 from Salaries to Fixed Assets to purchase two vehicles and replace worn carpet within the space occupied by DCSS. DCSS is completely funded by State and Federal dollars; there is no impact to the County General Fund. Per existing policy, Board approval is required for an addition or deletion of an appropriation for fixed assets over \$10,000.

BOARD ACTION AS FOLLOWS:

No. 2010-346

On motion of Supervisor DeMartini, Seconded by Supervisor Monteith and approved by the following vote,

Ayes: Supervisors: O'Brien, Chiesa, Monteith, DeMartini, and Chairman Grover

Noes: Supervisors: None

Excused or Absent: Supervisors: None

Abstaining: Supervisor: None

1) Approved as recommended

2) Denied

3) Approved as amended

4) Other:

MOTION:

Christine Ferraro

ATTEST: CHRISTINE FERRARO TALLMAN, Clerk

File No.

DISCUSSION:

The Department is requesting Board approval to transfer \$65,000 in appropriations from Salaries to Fixed Assets. With the Board's approval of the transfer, the Department will purchase two (2) new vehicles and replace worn carpet in heavy traffic areas throughout the space the Department occupies in the Community Services Facility. These funds are available due to unanticipated salary savings, the result of unexpected retirements of three employees and one transfer of an employee prior to budget year end. These funds will be transferred to Fixed Asset equipment group and structures and improvements group as detailed in the attached Budget Journal form.

Of the total amount, the Department is requesting to transfer up to \$50,000 to purchase two (2) vehicles for the Department. The Department uses the vehicles in its daily operations and to attend operational meetings and trainings conducted by and mandated by the State. One vehicle is used by employees who travel from the Child Support office to the Community Services Agency's Turlock office, to serve customers within the community. This purchase will replace two (2) vehicles, a 1996 Ford Taurus and a 1995 Ford Aerostar, that were salvaged this current budget year due to age and condition.

With the Board's approval of this action, the Department will work with the General Services Agency Fleet Services Division and Purchasing Division to purchase two vehicles that are both priced competitively and fuel efficient.

The Department is also requesting to use funding up to \$15,000 to replace badly worn areas in the current fifteen year old carpet which may pose safety hazards to departmental staff.

With the Board's approval of these actions, there is no additional impact to the General Fund. Per existing policy, Board approval is required for an addition or deletion of an appropriation for fixed assets over \$10,000.

POLICY ISSUE:

Approval of this item will allow the Department to replace previously salvaged vehicles and replace badly worn carpet which supports the Board of Supervisors priorities of A Healthy Community, Efficient Delivery of Public Services and Effective Partnerships.

STAFFING IMPACT:

There are no staffing impacts associated with this item.

CONTACT PERSON:

Tamara Thomas, Assistant Director. Telephone 558-3062

**County of Stanislaus: Auditor-Controller
Legal Budget Journal**

Balance Type	Budget
Category	* List - Text Budget - Upload
Source	* List - Text
Currency	* List - Text USD
Budget Name	List - Text LEGAL BUDGET
Batch Name	Text
Journal Name	Text DCSS End of year Adjustment
Journal Description	Text Decrease salaries and wages and increase fixed assets
Journal Reference	Text
Organization	List - Text Stanislaus Budget Org: DCSS

Upl	Fund	Org	Acc't	GL Proj	Loc	Misc	Other	Debit	Credit	Period	Line Description
								incr appropriations decr est revenue (format = number - general)	decr appropriations incr est revenue	Upper case MM/YY List - text	text
Pb	1071	0241100	50000	0000000	000000	000000	00000		65000		decr Sal & Wge
Pb	1071	0241100	84080	0000000	000000	000000	00000	15000			incr fixed assets
Pb	1071	0241100	84070	0000000	000000	000000	00000	50000			incr fixed assets
Totals:								65000	65000		

Explanation: End of year budget adjustment to move appropriations from salaries to fixed assets, cars and carpet -flooring.
Part of Board Agenda Item for 6/8/10.

Requesting Department		CEO	Data Entry	Auditors Office Only	
<u>James Thomas</u>	<u>M. L. P.</u>				
Signature	Signature		Keyed by	Prepared By	Approved By
52610	5/26/10				5/27/10
Date	Date		Date	Date	Date