



EL DORADO COUNTY
HEALTH AND HUMAN SERVICES AGENCY

MEMO

Date: October 23, 2019

To: Don Ashton
CAO

From: Don Semon
HHSA Director

Subject: Health and Human Services Agency Community Services Division Request to Process the Attached Budget Transfer #1

The Health and Human Services Agency (HHS), Veteran Affairs (VA), is requesting to transfer the Transient Occupancy Tax (TOT) revenues allocated to VA Commission for FY 2019-20 in the amount of \$265,739 from the General Fund to the Veteran Affairs Special Revenue Fund (SRF). Also requested, is to move the FY 2018-19 TOT funds within the Veteran Affairs SRF from Contingency to facilitate the disbursement of these funds according to the approved Veteran Affairs Commission Plan (BOS Resolution 19-0742).

The FY 2019-20 Adopted Budget fund balance adjustment process, approved by the Board of Supervisors on September 24, 2019 (BOS Resolution 162-2019), gave the Auditor-Controller authority to increase Appropriations for Contingency for all funds in which the financing exceeds the financing requirements as provided by Government Code Section 29084. This process placed the FY 2019-20 TOT funds that were allocated to the Veteran Affairs Commission into General Fund Contingency, and also placed the FY 2018-19 VA TOT funds within the SRF into Contingency. This transfer is necessary to adjust the budget appropriations for appropriate disbursement of the funds. The FY 2018-19 TOT funds will be disbursed to the community partners and to Veteran Affairs to fund a Student Intern according to the approved Veteran Affairs Commission Plan. The FY 2019-20 TOT funds will remain in the SRF until a plan for disbursement has been approved.

Increase in Revenues:

FENIX Org 4270700
Object: 2020 – OPERATING TRANSFERS IN (\$265,739)
PL String: BUDGET-SUMMARY

FENIX Org 4200000
Object: 2020 – OPERATING TRANSFERS IN (\$16,000)
PL String: BUDGET-SUMMARY

Increase in Appropriations:

FENIX Org 1560600
Object 7000 – OPERATING TRANSFERS OUT \$265,739
PL String: BUDGET-SUMMARY

FENIX Org 4270700
Object 4501 – SPECIAL PROJECTS \$338,739
PL String: BUDGET-SUMMARY

Object 7000 – OPERATING TRANSFERS OUT \$16,000
PL String: BUDGET-SUMMARY

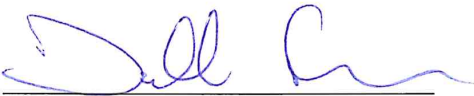
FENIX Org 4200000
Object 3001 – TEMPORARY EMPLOYEES \$12,300
PL String: BUDGET-SUMMARY

FENIX Org 4200000
Object 7200 – INTRAFUND TRANSFERS: ONLY GENERAL FUND \$3,700
PL String: BUDGET-SUMMARY

Decrease in Appropriations:

FENIX Org 1560600
Object 7700 – APPROPRIATION FOR CONTINGENCIES (\$265,739)
PL String: BUDGET-SUMMARY

FENIX Org 4270700
Object 7700 – APPROPRIATION FOR CONTINGENCIES (\$89,000)
PL String: BUDGET-SUMMARY

Signature:  Date: 10-23-19

AUDITOR / CONTROLLER'S USE	
TRANSFER #	
DATE	
CODE BY	

EL DORADO COUNTY APPROPRIATION TRANSFER (29130 GOV. CODE)

BUDGET TRANSFER REQUEST #1

TO BE COMPLETED BY THE DEPARTMENT	
DOCUMENT TOTAL	-
NUMBER OF LINES	9
TRANSACTION CODE TOTAL*	NA

HSA - Veteran Affairs
DEPARTMENT OR AGENCY NAME

10/23/2019
DATE

[Handwritten Signature]
DEPARTMENT AUTHORIZATION SIGNATURE AND PHONE NUMBER

PAGE 1 OF 1

COMPLETE THE INFORMATION BELOW WITH JUSTIFICATION NARRATIVE OR ATTACH A MEMO.
REMOVE THE GOLD COPY AND SUBMIT COMPLETE REQUEST TO THE AUDITOR / CONTROLLER'S OFFICE.
A BUDGET TRANSFER MUST BE AT LEAST TWO LINES, NOT EXCEED TWENTY-SIX LINES AND USE AN "ODD AND EVEN" NUMBERED TRANSACTION CODE*

* 002 = INCREASE ESTIMATED REVENUE * 011 = INCREASE IN APPROPRIATION / BOS APPROVED
* 003 = DECREASE ESTIMATED REVENUE * 012 = DECREASE IN APPROPRIATION / BOS APPROVED

S F X	D/C	FENIX Org	SUB OBJECT NUMBER	PL String	AMOUNT	DESCRIPTION (50 CHARACTERS MAX.)
1	C	4270700	2020	BUDGET-SUMMARY	(265,739)	FY 19-20 Inc Rev TOT Funds to Veterans SRF
2	D	4270700	4501	BUDGET-SUMMARY	338,739	FY 19-20 Inc Exp TOT Funds VA Contract Spc Prjcts
3	C	1560600	7700	BUDGET-SUMMARY	(265,739)	FY 19-20 Dec Exp TOT Fund to Veterans SRF
4	D	1560600	7000	BUDGET-SUMMARY	265,739	FY 19-20 Inc Exp TOT Fund to Veterans SRF
5	C	4270700	7700	BUDGET-SUMMARY	(89,000)	FY 19-20 Dec Exp FY 18-19 TOT Funds
6	D	4270700	7000	BUDGET-SUMMARY	16,000	FY 19-20 Inc Exp TOT Funds to VA Operating
7	C	4200000	2020	BUDGET-SUMMARY	(16,000)	FY 19-20 Inc Rev TOT Funds to VA Student Intern
8	D	4200000	3001	BUDGET-SUMMARY	12,300	FY 19-20 Inc Exp TOT Funds to VA Student Intern
9	D	4200000	7200	BUDGET-SUMMARY	3,700	FY 19-20 Inc Exp TOT Funds to VA Student Intern
10						
11						
12						
13						

REVIEWED FOR FORMAT BY

JOE HARN, C.P.A. AUDITOR / CONTROLLER _____ DATE

APPROVED AND SO ORDERED THAT THE ABOVE TRANSFERS BE MADE (AS REQUESTED OR AMENDED) AND INCORPORATED IN THE MINUTES OF THIS MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

CHIEF ADMINISTRATIVE OFFICE - ANALYST _____ DATE

SIGNATURE: CHAIRMAN, BOARD OF SUPERVISORS _____ DATE

CHIEF ADMINISTRATIVE OFFICE _____ DATE

ATTEST: CLERK, BOARD OF SUPERVISORS _____