



# COUNTY OF DEL NORTE

PROBATION DEPARTMENT  
450 H Street, Room 202  
Crescent City, California 95531

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LONNIE REYMAN  
Chief Probation Officer

WILLIAM H. FOLLETT  
Superior Court Judge

KATRINA JACKSON  
Assistant Chief Probation Officer

DARREN MCELFRISH  
Superior Court Judge

**AGENDA DATE:** April 26, 2016

**TO:** Del Norte County Board of Supervisors

**FROM:** *for* Lonnie Reyman, Chief Probation Officer

**SUBJECT:** Budget transfer

**RECOMMENDATION FOR BOARD ACTION:**

Approve the budget transfer within the FY 15/16 Juvenile Hall budget in the amount of \$10,000 from Intrafund Miscellaneous to Food as requested by the Chief Probation Officer.

**DISCUSSION/JUSTIFICATION:**

FY 15/16 was the first year the Juvenile Hall did not employ Cooks for food service but utilized the Jail staff to prepare meals. Therefore, the budget was estimated for food from the Jail and cost for the Juvenile Hall to still provide mandatory snacks and drinks. The cost of meals provided by the Jail came in lower than expected, while the costs of the fresh fruit, soy milk and other requirements was higher than expected.

The budget transfer will move unexpended funds from Intrafund Miscellaneous (Jail cost) to the Food line item.

**ALTERNATIVE:**

Deny the budget transfer causing the inability to provide mandatory nutritional snacks to incarcerated youth.

**FINANCING:**

The cost is contained within the Juvenile Hall budget using the allocated funds for food.

**CHILDREN'S IMPACT STATEMENT:**

This section meets 2 of the following outcome measures for children in Del Norte County:

- Children ready for and succeeding in school.
- Children and youth are healthy and preparing for adulthood.
- Families are economically self-sufficient.
- Families are safe, stable and nurturing.
- Communities are safe and provide a high quality of life.
- No impact to Children as a result of this action.

**OTHER AGENCY INVOLVEMENT:**

N/A

**SIGNATURE REQUIRED:**

Chair, Board of Supervisors  
Clerk of the Board

**ADMINISTRATIVE SIGN-OFF:**


- AUDITOR: Clinton Schaad
- COUNTY ADMINISTRATIVE OFFICER: Jay Sarina

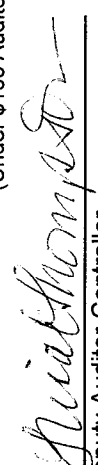
# Del Norte County Budget Transfer Request

Department Name	Fund	Dept.	Line Item	Description	Budget Transfer Amount(s)	
					Reduce Expenditures or Increase Revenue	Increase Expenditures or Reduce Revenue
Juvenile Hall	101	243	20130	Food		\$ 10,000
Juvenile Hall	101	243	70900-720	Intrafund - Miscellaneous	\$ 10,000	
<b>Total Amounts</b>					\$ 10,000	\$ 10,000

Department complete and send to Auditor's Office for transfer number before sending to CAO. Round amounts up to whole dollars.

Department Justification - Include cover letter that addresses the following: 1) Reason for request; 2) Why sufficient balances exist to finance transfer; 3) Why request can't be delayed to next budget year.

  
 Department Head Signature 4/18/16  
 Date

Auditor's Office: Sufficient balances exist per above  
 (Under \$100 Auditor's Office approves)  
 Deputy Auditor-Controller 4-18-16  
 Date

County Administrative Officer:  
 (Under \$1000 - CAO approves)  
 Recommendation: Approve \_\_\_\_\_  
 Deny \_\_\_\_\_  
 Submit for Board approval

TR No. 04-05 Budget Revision No. \_\_\_\_\_  
 Includes Revenue Appropriation \_\_\_\_\_ Requires 4/5ths Vote \_\_\_\_\_  
 County Administrative Officer 4-18-16  
 Date

Passed by Board of Supervisors of Del Norte County on \_\_\_\_\_

Ayes: \_\_\_\_\_  
 Noes: \_\_\_\_\_  
 Absent: \_\_\_\_\_

Attest: Clerk of the Board

By: \_\_\_\_\_  
 Chairperson  
 Board of Supervisors