



COUNTY ADMINISTRATOR

Matthew H. Hymel
COUNTY ADMINISTRATOR

Mona Miyasato CHIEF ASSISTANT COUNTY ADMINISTRATOR

Marin County Civic Center 3501 Civic Center Drive Suite 325 San Rafael, CA 94903 415 473 6358 T 415 473 4104 F CRS Dial 711 www.marincounty.org/cao July 24, 2012

Marin County Board of Supervisors 3501 Civic Center Drive San Rafael, CA 94903

SUBJECT: Current Year Appropriations for Previously Approved Projects and Grants

Dear Supervisors,

RECOMMENDATION:

- 1. Authorize the County Administrator and Director of Finance to provide current appropriations to properly budget and account for grants, projects and yearend fund balances, including:
 - a. Current appropriations for previously approved projects (Attachment A) totaling \$49,181,704
 - b. Current appropriations for previously approved grants (Attachment B), totaling \$2,314,416 in cost-covered appropriation adjustments

SUMMARY:

In coordination with the Department of Finance, we bring recommended budget adjustments to the FY 2012-13 County budget to appropriate previously approved projects and grants—including revenue estimates.

In an effort to improve year-end fund balance projections, these recommended appropriations and revenue estimates include more detailed analysis for unencumbered project appropriations. The Department of Finance has worked with project owners in recent weeks to review year-end project balances at a high level to ensure accruals to the prior year were posted timely and accurately to help inform the project revenue and expense appropriations recommended herein (Attachment A). In coming months, we will be bringing additional budget adjustments to your Board and report if there are any substantial changes in the estimated FY 2011-12 fund balance.

In addition, the grant adjustments recommended in Attachment B include a review by grant fund for appropriate revenue adjustments to offset carry forward grant encumbrances from the prior year. Additional cost-covered budget adjustments are included to appropriate revised FY 2012-13 grant awards.

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Sincerely,

Matthew H. Hymel County Administrator Icd Roy Given, CPA Director of Finance