



# County of San Mateo

## Inter-Departmental Correspondence

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**Department:** PUBLIC WORKS

**File #:** 24-254

Board Meeting Date: 4/9/2024

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**Special Notice / Hearing:** None  
**Vote Required:** 4/5ths

**To:** Honorable Board of Supervisors  
**From:** Ann M. Stillman, Director of Public Works  
**Subject:** Appropriation Transfer Request for the East Palo Alto Family Health Services Department Renovations

**RECOMMENDATION:**

Approve an Appropriation Transfer Request (ATR) recognizing unanticipated revenue, which will be reimbursed from Family Health Services in the amount of \$1,215,000 to the Department of Public Works Capital Improvement Plan, for the funding of the East Palo Alto Family Health Services Department Renovations Project.

**BACKGROUND:**

Family Health Services (FHS) will be relocating to the space that had been occupied by the Probation Department. This space will be used for FHS's Women, Infants, and Children, and Black Infant Health/Prenatal Advantage (BIH) Programs. The space must be renovated to meet their client-facing needs, including the creation of a Lactation Training Room with a sink and waiting area. The Programs will vacate the spaces they are currently using upon completion of the Project and their move.

**DISCUSSION:**

FHS will reimburse the Capital Project's Budget for this Project.

County Attorney has reviewed and approved the Appropriation Transfer Request as to form.

**FISCAL IMPACT:**

Approval of the Appropriation Transfer Request will recognize unanticipated revenue in the amount of \$1,215,000 to the Capital Project's Budget for the funding of the East Palo Alto FHS Department Renovations Project. FHS has sufficient appropriations in the FY 23-24 Adopted Budget for this Project.

There is no impact to the General Fund.