RESOLUTION - ACTION REQUESTED 2015-275

MEETING: June 9, 2015

TO: The Board of Supervisors

FROM: Tony Stobbe, Public Works Director

RE: Transfer of Funds Within the Engineering Budget

RECOMMENDATION AND JUSTIFICATION:

Approve the Purchase of a File Server, and Approve Budget Action Transferring Funds Within the Engineering/Surveyor Budget to Allow for the Purchase of the File Server ($11,300).

The Technical Services Director has advised the Public Works Department that the existing file server is becoming inadequate to meet the Department’s needs (storage capacity, functionality, and reliability) and has recommended that it be replaced as soon as possible. Redirecting available funds in the Engineering budget to the fixed asset line will allow for the purchase and payment of the server in the current fiscal year. Expenses in several services/supply line items have been less than anticipated this fiscal year, and Public Works staff is requesting that these savings be used to purchase the new file server.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

All fixed asset purchases must first be approved by the Board of Supervisors.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:

Do not approve the purchase of the file server or the budget action. The existing file server may become irreparable which would necessitate an emergency purchase. Alternatively, if the file server continues to operate into the next fiscal year, then the Department would request a replacement file server in the Requested Fiscal Year 2015-16 Budget.

FINANCIAL IMPACT:

Savings from several service/supply line items will offset the cost of the file server.

ATTACHMENTS:

Eng-Surveyor Budget Action - File Server (PDF)

CAO RECOMMENDATION

Requested Action Recommended
RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER: Kevin Cann, District IV Supervisor
SECONDER: John Carrier, District V Supervisor
AYES: Smallcombe, Jones, Long, Cann, Carrier
# BUDGET ACTION FORM

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
<th>INCREASE</th>
<th>DECREASE</th>
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<tbody>
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<td>001</td>
<td>0150-508</td>
<td>0450</td>
<td>County Vehicle</td>
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<td></td>
<td>5,000</td>
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<tr>
<td>001</td>
<td>0150-508</td>
<td>0481</td>
<td>Software</td>
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<td>001</td>
<td>0150-508</td>
<td>0488</td>
<td>Fuel Expense</td>
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<td>001</td>
<td>0150-508</td>
<td>0643</td>
<td>Fixed Asset - File Server</td>
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<td>11,300</td>
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</tbody>
</table>

## TRANSFER BETWEEN FUNDS

<table>
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| TOTALS | 11,300 | 11,300 |

**ACTION REQUESTED:** (Check all that apply)

- [X] Budget appropriation by Board of Supervisors (4/5ths Vote Required): Amending the total amount available in the county budget, or in any one fund of the budget, or appropriating Reserve for Contingencies

- Transfer by Board of Supervisors (3/5ths Vote Required): Moving existing appropriations from one budget to another, or between categories within a budget unit.

**JUSTIFICATION:** Move funds from various Engineering expenditure accounts to allocate fixed asset account.

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**DEPT HEAD SIGNATURE**

**DATE:** 5/27/15

**APPROVED BY RES NO. 15-275 CLERK**

**DATE:** 6-10-15

**AUDITOR'S USE ONLY**

**BA#**

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**0150 Engineering**