RESOLUTION - ACTION REQUESTED 2016-264

MEETING: June 14, 2016

TO: The Board of Supervisors

FROM: Mary Hodson, CAO

RE: Approval of the Transfer of Funds to Reimburse Planning Department for Staff Time on the DRI Grant

RECOMMENDATION AND JUSTIFICATION:
Approve Budget Action Transferring Funds in the Disaster Recovery Initiative (DRI) Budget to Allow for the Reimbursement of Planning Department Staff Time Spent on the First Responders Road Atlas as Part of the Disaster Relief Initiative Grant ($37,313). The grant funding included money for Planning to produce a road atlas for first responders. Planning staff time spent on the road atlas has now been calculated and it is appropriate to reimburse the department for their time on this project.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
Budget actions transferring funding between categories require Board approval.

The Board adopted Resolution 11-168 accepting the DRI grant award and authorizing the allocation of funds toward specific activities.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
A negative action would cause a negative balance in the Transfer Out to Planning line item and would not allow the transfer of necessary funds to reimburse Planning for staff time.

FINANCIAL IMPACT:
Funding is being transferred between categories to the appropriate line item to allow for reimbursement of Planning staff time spent on the development of the road atlas as part of the Disaster Recovery Initiative Grant. The amount of funding being transferred is $37,313.

ATTACHMENTS:
Budget Action (PDF)

CAO RECOMMENDATION
Requested Action Recommended
RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER: Kevin Cann, District IV Supervisor
SECONDER: Marshall Long, District III Supervisor
AYES: Rosemarie Smallcombe, Marshall Long, Kevin Cann, John Carrier
EXCUSED: Merlin Jones
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>515</td>
<td>1315-785</td>
<td>06-35</td>
<td>In-County Services</td>
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<td>515</td>
<td>1315-785</td>
<td>07-89</td>
<td>Transfer Out-Planning</td>
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<td>$37,313</td>
</tr>
</tbody>
</table>

**TRANSFER BETWEEN FUNDS**

| TOTALS | $37,313 | $37,313 |

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

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

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

**JUSTIFICATION:** Request a transfer of funds from "In-County Services" to "Transfer Out to Planning" to reimburse for staff time spent on the DRI Road Atlas Project.

DEPT HEAD SIGNATURE: [Signature]  
DATE: 5/18/2016

APPROVED BY RES NO.: 16-264 CLERK: [Signature]  
DATE: 6-14-16

AUDITOR'S USE ONLY
BA #

Budget Revision Form Revised 11/95