RESOLUTION - ACTION REQUESTED 2016-418

MEETING: August 2, 2016

TO: The Board of Supervisors

FROM: Keith Williams, Treasurer/Tax Collector

RE: Budget Action Election Expense

RECOMMENDATION AND JUSTIFICATION:
Approve Budget Action for Fiscal Year 2015-16 Increasing Revenue and Transferring Funding in the Elections Budget and Reducing General Fund Contingency to Account for Unanticipated Elections Expense ($12,138).

Additional funds are needed to cover higher than anticipated printing costs and supply needs. The combination of party ballots and candidates for Senate required a larger number of all print products to be ordered. In addition, based on a surplus budget in 2012 the expense appropriation was reduced slightly for 2016.

The Department is requesting to use unanticipated revenue and Extra-Help savings to cover some of the costs. The reduction to General Fund Contingency is needed to cover the difference.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
The Board has approved similar items in the past.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
If not approved there will not be sufficient funding to cover the additional costs.

FINANCIAL IMPACT:
Revenue is being increased by $4,499, Extra-Help is being reduced by $2,547, and General Fund Contingency is being reduced by $9,591 in order to increase the Election Expense line item by $16,637.

ATTACHMENTS:
Budget Action Form (PDF)

CAO RECOMMENDATION
Requested Action Recommended
RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER: Kevin Cann, District IV Supervisor
SECONDER: Merlin Jones, District II 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>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>121-453</td>
<td>433.</td>
<td>Election Expense</td>
<td></td>
<td>$16,637</td>
<td></td>
</tr>
<tr>
<td>001</td>
<td>0121-307</td>
<td>8401.</td>
<td>Election Fees</td>
<td></td>
<td>($4,499)</td>
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</tr>
<tr>
<td>001</td>
<td>0121-453</td>
<td>201</td>
<td>Extra Help</td>
<td></td>
<td></td>
<td>$2,547</td>
</tr>
<tr>
<td>001</td>
<td>0104-414</td>
<td>1090</td>
<td>GENERAL CONTINGENCY</td>
<td></td>
<td></td>
<td>$9,591</td>
</tr>
</tbody>
</table>

**TOTAL**  

|   |   |   |   |   | $12,138 | $12,138 |

### TRANSFER BETWEEN FUNDS

|   |   |   |   |   |   |   |

**TOTALS**  

|   |   |   |   |   | $0  | $0 |

**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:** Budget Action Adjustments to cover higher than anticipated election expenses.

**DEPT HEAD SIGNATURE**  

**DATE** 7-27-16

**APPROVED BY RES NO.**  

**CLERK**  

**DATE** 8-2-16

**AUDITOR'S USE ONLY**  

**BA #**

Budget Revision Form Revised 11/95