RESOLUTION - ACTION REQUESTED 2016-649

MEETING: December 13, 2016

TO: The Board of Supervisors

FROM: Tony Stobbe, Public Works Director

RE: Approve Budget Action Transferring Funds for Government Center HVAC Project

RECOMMENDATION AND JUSTIFICATION:
Approve Budget Action Transferring Funds From the Government Center Debt Service Budget to the Land, Buildings, and Improvement Budget to Fund Engineering and Replacement of the Heating and Air Conditioning System (HVAC) at the County Government Center ($175,539).

A recent engineering assessment of the Government Center heating and air conditioning systems concluded that these units, which are original to the facility, are in need of replacement. The determining factors highlighted in the recommendation for replacement are the age of the units, coolant used, energy consumption, and the frequency of expensive ongoing maintenance resulting in compromised reliability and dependability.

Funding for this project is available in the debt service reserves for the Government Center. When the Government Center loan was refinanced several years ago, the original reserve was no longer required. Despite this, a reserve has continued to be maintained. As the end of that debt service approaches, this funding is available for repairs to the Government Center.

BACKGROUND AND HISTORY OF BOARD ACTIONS:
The Board has been supportive in the past with replacing systems and equipment when they have been deemed to have reached economical and reliable lifecycle age.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
While the Public Works Department can continue to have these units serviced, the increasing cost of contractor service and high potential for critical unit failure presents risk to the continuity of operations in this key County facility. And, as we all know, the HVAC systems typically fail on the hottest, or coldest, day of the year.

FINANCIAL IMPACT:
No impact as funding has been identified by the County Administrative Officer to support this project. Funding will be transferred out of the Government Center Debt Service budget to the Land, Building, and Improvements Budget.

ATTACHMENTS:
HVAC  Storm drainage Assessment Report Final  Government Center(PDF)
Gov Center HVAC Budget Action  (PDF)

CAO RECOMMENDATION
Requested Action Recommended

Mary Hodson
Mary Hodson, CAO  12/8/2016

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>752</td>
<td>1507-977</td>
<td>0416</td>
<td>Miscellaneous - 10% Retension</td>
<td></td>
<td></td>
<td>175,539</td>
</tr>
<tr>
<td>752</td>
<td>1507-977</td>
<td>0787</td>
<td>Transfer Out</td>
<td></td>
<td></td>
<td>175,539</td>
</tr>
<tr>
<td>501</td>
<td>1300-309</td>
<td>1600</td>
<td>Transfer In</td>
<td></td>
<td></td>
<td>(175,539)</td>
</tr>
<tr>
<td>501</td>
<td>1300-770</td>
<td>0668</td>
<td>Government Center Repairs</td>
<td></td>
<td></td>
<td>175,539</td>
</tr>
</tbody>
</table>

### TRANSFER BETWEEN FUNDS

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEPT/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>INCREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>752</td>
<td>1507-977</td>
<td>0787</td>
<td>Transfer Out</td>
<td>175,539</td>
</tr>
<tr>
<td>501</td>
<td>1300-770</td>
<td>0668</td>
<td>Transfer In</td>
<td>(175,539)</td>
</tr>
</tbody>
</table>

**TOTALS**

<table>
<thead>
<tr>
<th>INCREASE</th>
<th>DECREASE</th>
</tr>
</thead>
<tbody>
<tr>
<td>175,539</td>
<td>175,539</td>
</tr>
</tbody>
</table>

**ACTION REQUESTED:**
- 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:** Transfer out from fund 752 into Capital Improvements for HVAC contracts.

---

**DEPT HEAD SIGNATURE**

**APPROVED BY RES NO.**

**CLERK**

**AUDITOR'S USE ONLY**

**BA#**

---

**501 Capital Improvements**