RESOLUTION - ACTION REQUESTED 2017-396

MEETING: June 20, 2017

TO: The Board of Supervisors

FROM: Mike Healy, Public Works Director

RE: Approve Budget Action to Increase Revenue in the Plant Operations Budget ($5,906)

RECOMMENDATION AND JUSTIFICATION:

Approve Budget Action to increase revenue in the Plant Operations budget as an offset to the increase in the Plant Operator I Salary ($5,906). The Budget Action Form attached to RES 17-231 incorrectly decreases revenue. This action will increase revenue thereby allowing the Auditor to apply appropriations without causing a categorical shortfall.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

RES 17-231 was approved with an incorrect Budget Action Form attached. This request will eliminate the shortfall in the Plant Operations salary category the original Budget Action Form would cause.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION:
Negative action will cause a shortfall in the Plant Operations salary category. Non-general funds like Plant Operations can not have categorical shortfalls at the end of a fiscal year. Either allocations from another category have to be moved to offset a categorical shortfall or unanticipated additional revenue has to be recognized as the offset to an increase in expense.

FINANCIAL IMPACT:
This Budget Action Increases the amount of revenue in the Plant Operations budget.

ATTACHMENTS:
Budget Action Form (PDF)
Incorrect Budget Action-Plant Operator I-II adopted by Res. 17-231 (PDF)

CAO RECOMMENDATION
Requested Action Recommended
RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]
MOVER: Merlin Jones, District II Supervisor
SECONDER: Kevin Cann, District IV Supervisor
AYES: Smallcombe, Jones, Long, Cann, Menetrey
### 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>616</td>
<td>0308-307</td>
<td>1116</td>
<td>Plant Operations Services</td>
<td></td>
<td>(5,906)</td>
<td></td>
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**TRANSFER BETWEEN FUNDS**

<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>
</table>

**TOTALS** (5,906) 0

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**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:** Offset decrease caused by Res No. 2017-231 and provide five percent increase in salary and benefits for Plant Operator I over Maintenance Worker III.

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**DEPT HEAD SIGNATURE**

**APPROVED BY RES NO.** 17-396 CLERK

**DATE:** 6-12-17

**DATE:** 6-20-17

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**616 Plant Operations**

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Budget Action Form Revised 11/95