RESOLUTION - ACTION REQUESTED 2018-114

MEETING: March 20, 2018

TO: The Board of Supervisors

FROM: Chevon Kothari, Human Services Director

RE: Budget Action for HVAC Repairs

RECOMMENDATION AND JUSTIFICATION:

Approve Budget Action Transferring Funds Within the Human Services Administrative Budget to Allow for HVAC Repairs ($10,000). The HVAC unit at Human Services is in need of repairs. As this was not an anticipated expense no funds were originally budgeted to the fixed asset line. There are sufficient funds available in the equipment line to allow for the repairs once the budget action has been processed.

BACKGROUND AND HISTORY OF BOARD ACTIONS:

Budget actions transferring funding between categories require Board approval.

ALTERNATIVES AND CONSEQUENCES OF NEGATIVE ACTION: Not allowing us to transfer this funding would prevent us from repairing the HVAC unit. Without repairs, the unit is unable to regulate the temperature within the building, making it uncomfortable for staff and clients alike.

FINANCIAL IMPACT:
There is no impact to the County general fund.

ATTACHMENTS:
Budget Action Item #8038 (PDF)

RESULT: ADOPTED BY CONSENT VOTE [UNANIMOUS]

MOVER: Merlin Jones, District II Supervisor
SECONDER: Marshall Long, District III Supervisor
AYES: Smallcome, Jones, Long, Cann, Menetrey
# BUDGET ACTION FORM

<table>
<thead>
<tr>
<th>FUND</th>
<th>DEP/DIV</th>
<th>ACCOUNT</th>
<th>DESCRIPTION</th>
<th>PROJECT</th>
</tr>
</thead>
<tbody>
<tr>
<td>001</td>
<td>0507</td>
<td>672-04.80</td>
<td>Equipment</td>
<td>10,000</td>
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<tr>
<td>001</td>
<td>0507</td>
<td>672-06.43</td>
<td>A/C Unit</td>
<td>10,000</td>
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</tbody>
</table>

<table>
<thead>
<tr>
<th>TRANSFER BETWEEN FUNDS</th>
<th>DEBIT</th>
<th>CREDIT</th>
</tr>
</thead>
</table>

| TOTALS | 10,000 | 10,000 |

**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 one fund of the budget, or transferring appropriation from Contingencies

(X ) 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 funds to allow for HVAC repair

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**DEPT HEAD SIGNATURE** _______________ DATE 3/6/18

**APPROVED BY RES NO.** 18-1/4 CLERK _______________ DATE 3/20/18

**DEPARTMENT** Human Services

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**AUDITOR’S USE ONLY**

BA #

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