



## COUNTY OF HUMBOLDT

AGENDA ITEM NO.

D-9

For the meeting of: October 25, 2016

Date: October 7, 2016

To: Board of Supervisors

From:  Thomas K. Mattson, Public Works Director

Subject: Request for Budget Transfer/Adjustment in Roads Maintenance (1200325) for Purchase of a Tilt Trailer

**RECOMMENDATION(S):** That the Board of Supervisors approve the attached Request for Budget Transfer/Adjustment in the amount of \$50,000 for the Roads Maintenance division to purchase a tilt trailer in the current fiscal year.

**SOURCE OF FUNDING:** Road Fund-Roads Maintenance (1200325)

**DISCUSSION:** The Roads Maintenance division needs to purchase a tilt trailer. This trailer is needed to transport the paver and various other pieces of heavy equipment during construction projects, storm events or various maintenance activities.

**FINANCIAL IMPACT:** There is no impact to the General Fund. The request, if granted, will transfer \$25,000 from the Special Departmental Expense-North line item 1200325-2164 and \$25,000 from the Special Departmental Expense-South line item 1200325-2165 to the Trailer line item 1200325-8779.

The requested action conforms to the Board of Supervisors' core role of providing for and maintaining infrastructure.

Prepared by Renee Fleek

CAO Approval Karen Clowes

REVIEW: RC Auditor County Counsel

Human Resources

Other

TYPE OF ITEM:  
 Consent  
 Departmental  
 Public Hearing  
 Other \_\_\_\_\_

BOARD OF SUPERVISORS, COUNTY OF HUMBOLDT  
Upon motion of Supervisor Fennell Seconded by Supervisor Bass  
Ayes Sundberg, Fennell, Lovelace, Bohn, Bass  
Nays \_\_\_\_\_  
Abstain \_\_\_\_\_  
Absent \_\_\_\_\_

PREVIOUS ACTION/REFERRAL:

Board Order No. \_\_\_\_\_

and carried by those members present, the Board hereby approves the recommended action contained in this Board report.

Meeting of: \_\_\_\_\_

Dated: Oct. 25, 2016  
By: Anthony Huntzell  
Kathy Hayes, Clerk of the Board

OTHER AGENCY INVOLVEMENT:      None

ALTERNATIVES TO STAFF RECOMMENDATIONS: The Board could choose to not approve the Request for Budget Transfer/Adjustment. This is not recommended because the trailer is needed to transport equipment for road maintenance activities.

ATTACHMENTS: Request for Budget Transfer/Adjustment

COUNTY OF HUMBOLDT  
REQUEST FOR BUDGET TRANSFER/ADJUSTMENT

# A

DEPARTMENT: ROADS

DEPARTMENT #: 325 POSTING DATE: 10/25/2016

1.) The reason for this budget transfer request is:

Transfer within expenditure/revenue category (with Auditor Approval)	Original only
Transfer between expenditure/revenue category (with CAO & Auditor Approval)	Original +1
Increase/decrease Intrafund Transfer account (with Board Approval)*	Original +1
Transfer to or from Contingencies (with Board Approval)*	Original +1
Increase/decrease budget unit appropriation (with Board approval)*	Original +1
Establish/transfer funds in Fixed Assets <\$10,000 (CAO & Auditor Approval)	Original +1
X Establish/transfer funds in Fixed Assets >\$10,000 (with Board Approval)*	Original +1

3.) In the space below, state (a) reason for transfer request, (b) reason why there are sufficient balances in affected accounts, and (c) why transfer cannot be delayed until next budget year.

a.) Purchase a tilt trailer

b.) Assessment made to utilize North and South Special Departmental funds to purchase trailer to increase efficiency in operations.

c.) The trailer is needed to transport heavy equipment this FY.

#### 4.) Department Authorization:

Date 10/7/16 (signed)

5.) Account balances verified by Auditor-Cont

Date \_\_\_\_\_ (signed) \_\_\_\_\_

6.)  /Approved       /Not approved       /Recommended       /Not recommended

### County Administrative Officer:

Date 10/7/16 (signed) *Kevin Cawen*

## INSTRUCTIONS

SEND ORIGINAL REQUEST FOR BUDGET TRANSFER DIRECTLY TO THE AUDITOR-CONTROLLER.