SUTTER COUNTY BOARD OF SUPERVISORS
Board Agenda Staff Report

To: Honorable Board of Supervisors
From: Brandon Barnes, Sheriff-Coroner
Department: Sheriff Coroner
Subject: Approval of an amendment to the Fiscal Year 2018-19 Adopted Budget to appropriate funds to transfer $20,530 from the CJ Facilities Construction Fund (0262) to the General Fund (0001) to provide for the placement of asphalt concrete pavement at the Sheriff's Office (4/5 Vote Required). BVT No. 2019086

Recommendation:

It is recommended that your Board approve the following:

An amendment to the Fiscal Year 2018-19 Adopted Budget to increase appropriations within the CJ Facilities Construction Fund (0262) and increase the General Fund budget unit Plant Acquisition (1801) in the amount of $20,530 (4/5 Vote Required).

Background:

Due to the Main Jail Expansion, the Sheriff’s Office had to relocate their vehicle wash to the northern portion of the parcel adjacent to the Command Vehicle Building. The area being used was comprised of compacted base rock material and dirt. Consequently, it got muddy during the cleaning of more than one vehicle.

The Road Division of the Development Services Department prepared a cost estimate of $30,000 to grade and place asphalt pavement at the designated vehicle wash area of 60 feet by 60 feet. The Board of Supervisors approved the Development Services Department presented proposed project and a related budget amendment agenda item on March 13, 2018 with source funding of the project with CJ Facilities Construction Fund (0262). The project has been completed and in service since May 31, 2018 with final cost of $38,574.01. Although the project has been completed, the transfer to provide full funding to the General Fund for the cost of the project was not. Therefore, a transfer from the CJ Facilities Construction Fund (0262) into the General Fund (0001) Budget Unit Plant Acquisition (1801) in the amount of $20,530 is necessary to complete the transaction.

Prior Board Action:

This item was originally approved by Board of Supervisors on March 13, 2018.

Board Alternatives:
No viable alternative recommendations are available. The project has been completed and the recommended transfer revenue to fund the General Fund for the project cost is necessary.

**Other Department and/or Agency Involvement:**

County Administrator’s Office and the County Auditor/Controller’s Office.

**Action Following Approval:**

The Auditor/Controller Office will process the budget amendment as appropriate and the Sheriff’s office will transfer funds.

**Fiscal Impact:**

Approval of the budget amendment will allow for the proper transfer out from the CJ Facilities Construction Fund (0262) into the correlating General Fund (0001) providing fiscal relief to the General Fund in transfer revenue of $20,530.

**Countywide Goals and/or Top Priorities Compliance:**

This recommendation aligns with the following Countywide Goals:

- Operate County government in a fiscally and managerially responsible manner.
- Maintain a strong commitment to public safety.

**Standing Committee Review:**

This item was reviewed and recommended for consent by the Agriculture/Public Protection, and General Government Committee on April 22, 2019.

Respectfully Submitted,

s/ Brandon Barnes
Sheriff-Coroner

**Attachments:**

1. Fund 0262 BA#1 Asphalt Concrete Pavement 18-19
2. Fund 0262 BA Transfer Voucher Asphalt Concrete Pavement 18-19
3. BVT No. 2018086