

# EL DORADO

# TIM HOLCOMB ASSESSOR

## COUNTY



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February 22, 2012

El Dorado County Board of Supervisors  
330 Fair Lane  
Placerville, CA 95667

RE: Request for budget Transfer under Board of Supervisors Policy B-1

Agenda Date: June 3, 2008

Dear Honorable Board Members:

**Recommendation:**

The Assessor recommends that the Board of Supervisors approve the attached Budget transfer, decreasing the Assessor's revenue by \$250,000 and decreasing fund balance by the same amount.

**Reason for Recommendation:**

Based on the most recent available revenue information, it now appears relatively certain that the previous projections within the Assessor budget of revenue from the supplemental administration allocation will be less than the budgeted amount by about \$250,000. It also appears that this revenue shortfall will not be offset by reductions in expenditures and other cost cutting measures implemented by the Assessor.

As was the case in 2007, this revenue projection for supplemental administrative charges was not prepared by the Assessor. According to traditional county practice, this task is relegated to the Chief Administrative Office just as are some other budget item submissions. In fact, the Assessor prepares and develops less than \$200,000 of the \$4,200,000 expenditures and only \$3,000 of over \$800,000 in revenue budgets. In addition to the supplemental charges projection prepared by the CAO, the Auditor prepared the timeshare revenue, Human Resources budgeted salaries and the cost applied amounts are prepared by the various departments.

Nevertheless, policy B-1 requires the Assessor to request the budget transfer.

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**Fiscal Impact:**

This action will decrease revenues and lower fund balance

**Action to be Taken Following Approval:**

The Administration will process the budget transfer.

Respectfully,

Tim Holcomb  
Assessor

TH:kjw