



Legislation Text

File #: 18-0093, **Version:** 1

Community Development Services, Administration and Finance Division, recommending the Board:

- 1) Approve and authorize the Chair to sign a budget transfer adjusting the budget for Fiscal Year (FY) 2017/18 to allow for capitalization of the TRAKiT system through the ACO fund and the purchase and installation of operable roll-up and lockable doors in the Fleet shop garage;
- 2) Approve the addition of the TRAKiT system to the ACO fund fixed asset list (4/5 vote required); and
- 2) Approve the addition of garage doors for Fleet Operations to the transportation fixed asset list.

FUNDING: Various (see detail below).

DEPARTMENT RECOMMENDATION

Community Development Services, Administration and Finance Division, recommending the Board approve and authorize the Chair to sign a budget transfer adjusting the budget for Fiscal Year (FY) 2017/18 to allow for capitalization of the TRAKiT system through the ACO fund and the purchase and installation of operable roll-up and lockable doors in the Fleet shop garage.

DISCUSSION / BACKGROUND

Community Development Services Budget Transfers

Community Development Services (CDS) Administration and Finance Division

The Board of Supervisors previously approved a contract with Superior, LLC (formerly Sungard Public Sector, LLC) for the purchase, installation, integration, and training of TRAKiT software, a planning, permitting, and parcel management software solution for use by Community Development Services, as well as a contract with Lowery Consulting to provide technical and analytical services related to business operations, procedural analysis, and project management. It was originally anticipated that all the costs for this project would be paid from CDS Administration and Finance, with funding provided from the Environmental Management Department utilizing Solid Waste Franchise Fees, Building Permit Fees, and Technology Fees. While funding for the project has not changed, it has since been decided that the costs for this project need to be capitalized and paid through the ACO fund. The following budget transfer is needed in order to accomplish the proper capitalization of the TRAKiT system.

Budgeted revenue for Operating Transfers In in CDS Administration and Finance need to be decreased by \$780,982, offset by a decrease in budgeted appropriations in Professional and Specialized Services in the amount of \$780,982 in CDS Administration and Finance. Budgeted revenue for Operating Transfers In in the ACO fund need to be increased by \$780,982, offset by increases in budgeted appropriations in Fixed Asset: Project Management in the amount of \$60,000 and Fixed Asset: Computer Software and Maintenance in the amount of \$720,982.

Fleet Operations

Budgeted appropriations for Fixed Assets: Buildings and Improvements in Fleet Operations need to

be increased by \$15,000 to allow for the purchase and installation of operable roll-up and lockable doors in the Fleet shop garage to secure tools and equipment owned by the county. This will also provide a suitable workplace environment and safety for the Fleet Technician staff with insulated doors to allow heating and cooling of the shop as needed, and protect the employees from wind and weather related issues that are currently not provided. This is offset by a decrease in Fixed Asset: Vehicles in Fleet Operations in the amount of \$15,000 due to savings resulting from the bid process and use of State contracts.

ALTERNATIVES

The Board may elect not to approve the budget transfers as proposed, although proper accounting for operating activity would be jeopardized and Fleet garage staff safety and property security would be negatively impacted.

OTHER DEPARTMENT / AGENCY INVOLVEMENT

N/A

CAO RECOMMENDATION

It is recommended that the Board approve this item.

FINANCIAL IMPACT

The proposed budget transfers result in no increase to Net County Cost. All increases in expenditures are funded by commensurate offsets or additional revenue.

CLERK OF THE BOARD FOLLOW UP ACTIONS

1) The Clerk of the Board will obtain the Chair's signature on the original budget transfer and will forward the budget transfer to the Auditor/Controller for processing.

STRATEGIC PLAN COMPONENT

Good Governance, Infrastructure

CONTACT

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