

**ADMINISTRATIVE ITEMS REPORT**  
**March 2, 2021**

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**# 2**

**ACTION ITEM**

- a. Budget Adjustments

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**STAFF CONTACTS:** Caleb Weitz, Finance and Budget  
Alex Espinosa, Finance and Budget

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**BACKGROUND:** Staff recommends that the Board of Supervisors approve the budget adjustments as stated below.

- BA-30296768 This budget adjustment moves \$95,000 into the Planning and Engineering Services account for the Phil Bolen Park Improvements project from the Project Management Consulting Services Account in the Capital Projects Fund. Funds will be used to develop initial concept phasing and phasing plans for improvements at the project site.
- BA-30353729 This budget adjustment rescinds lease revenue financing appropriations by \$1,264,165.85 and estimates and appropriates \$1,264,165.85 in general obligation bond proceeds in the Philip A. Bolen Memorial Park - Phase II project in the Capital Projects Fund. The revenue is being re-categorized from lease revenue financing to general obligation bonds as the funding source was approved on referendum.
- BA-30264741 This budget adjustment moves \$158,595.25 in lease revenue financing from the Woods Road Landfill Sequence IV Closure project to the Landfill Reclamation – Cell R2 Liner project in the Capital Projects Fund. The Woods Road Landfill Sequence IV Closure project is complete, and the bond proceeds will be used for an active landfill capital project, to reduce a future bond issuance. The overall appropriation level in the Capital Projects Fund will be reduced by \$158,595.25 as a result of this budget adjustment.
- BA-30383571 This budget adjustment estimates and appropriates \$3,647.47 of reimbursement revenue in the General Fund for the Sheriff's Office. Funds were received from the federal Organized Crime Drug Enforcement Task Force to offset overtime costs incurred by LCSO Tactical Enforcement Detectives providing support to a task force case.
- BA-30384484 This budget adjustment estimates and appropriates \$60,959.73 of electronic citation fee revenue in the General Fund for the Sheriff's Office. Funds are derived by eCitation fees collected through the first half of FY 2021. Funds will be used to repair

or replace eCitation devices and associated equipment as required by state law.

**FISCAL IMPACT:** Budget adjustments presented for the Board's consideration have an impact on the County's revenue and expenditure budgets for the following funds in FY 2021:

- Increase the General Fund by \$64,607.20; and
- Decrease the Capital Projects Fund by \$158,595.25.

**DRAFT MOTION:**

1. I move that the Board of Supervisors approve the budget adjustments as set out in the March 2, 2021 Administrative Items Report; and increase the General Fund by \$64,607.20, and decrease the Capital Projects Fund by \$158,595.25.