

## FY 18 Budget Amendment Request Form

**Date:** September 20, 2017

**Department:** Sheriff's Office

**Contact person:** Captain Roger Harris II

**Phone #:** 540-507-7160

**Explanation of need for budget amendment:**

The Virginia Department of Mines, Minerals and Energy in collaboration with the Virginia Department of Transportation offers an Alternative Fuels Program Government Fleet Vehicle Incentive to allow state agencies and local governments in specific air quality non-attainment, ozone attainment and/or maintenance area to be reimbursed for incremental costs to transition to alternative fuels such as propane. There is no local match requirement for this CMAQ program and no on-going requirement to fund this project after the vehicle is converted.

In June 2017, \$31,700 was appropriated to the FY 2018 budget for the Sheriff's Office to convert five existing low mileage vehicles to propane. The Sheriff's Office is in the process of converting these five vehicles to propane, but would like to add to the project scope. This budget adjustment is to appropriate an additional \$1,100, for a total project total of \$32,800, for the purchase and installation of five protective enclosures within the cargo area of the converted vehicles. The enclosure will keep the propane tank protected and will streamline vehicle inspections and services on the tank. Each protective enclosure is approximately \$220, which includes installation. The Sheriff's Office has obtained pre-approval from the CMAQ grantor to include this expense within the next reimbursement request.

**Expenditure accounts affected:**

Acct# 110-3160-421-80-05 SH18PR \$1,100 Auto Repairs & Maintenance

**Revenue accounts affected:**

Acct# 110-0000-333-01-08 \$880 Federal Revenue

Acct# 110-0000-324-04-13 \$220 State Revenue

Note: If amendment is between expenditure accounts only, net impact must be zero.

**Recommendations**

**Budget:** ☒ recommended ☐ not-recommended

**Explanation if not recommended:**

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**County Admin:** ☒ recommended ☐ not-recommended

**Explanation if not recommended:**

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**Finance Committee:** ☒ recommended ☐ not-recommended

**Explanation if not recommended:**

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