

FY 2018 Budget Amendment Request Form

Date: 2/15/2018

Department: County Administration

Contact person: Mark Taylor

Phone #: 540-507-7010

Explanation of need for budget amendment: The County Administrator's County-issued vehicle has reached the end of its useful service life and needs replacement. A request was made to replace this vehicle as part of the FY 2019 budget, but the vehicle recently died and needs replacing in FY 2018 instead.

Staff recommends that funding for this replacement vehicle, estimated to cost \$28,500, be allocated from the Capital Projects Fund balance in FY 2018.

Reminder: Agenda item summary must be attached if BOS approval is required.

Revenue accounts affected:

Account Number		Amount	
Acct #	310-0000-341.05-01 – Use of Fund Balance	\$	28,500
	Total Revenue Adjustment	\$	28,500

Expenditure accounts affected:

Account Number		Amount	
Acct #	310-9120-802.80-05 (GP1813) – Motor Vehicles	\$	28,500
	Total Expenditure Adjustment	\$	28,500

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

Transfer requests must be signed by the requestor(s). In the case of transfers between departments or capital projects, the transfer request must be signed by the director of each affected department, or by the project manager of each affected capital project. A typed signature will be accepted.

Mark Taylor, County Administration
Name, Department

Name, Department

Recommendations

Budget: ☒ recommended ☐ not-recommended

Explanation if not recommended:

County Admin: ☒ recommended ☐ not-recommended

Explanation if not recommended:

Finance Committee: ☒ recommended ☐ not-recommended

Explanation if not recommended:

