

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: April 4, 2022

SUBJECT: Budget Amendment – Revolving Vehicle Fund

PRESENTERS: Samantha R. Reynolds, Finance Director

ATTACHMENTS: Yes
1. Budget Amendment

SUMMARY OF REQUEST:

Due to the extensive lead times now required to position and purchase routine county vehicle replacements, Staff recommends the establishment of a revolving vehicle fund. This fund will be accounted for within the Capital Projects Funds, which is a multi-year fund. Board approved vehicle purchases will be funded by General Fund dollars via a transfer in the annual budget ordinance, and subsequent purchases will be encumbered from the Capital Projects Fund. Establishing a multi-year fund will allow purchases that span fiscal years to remain encumbered and reduce the administrative burden of annually appropriating fund balance to roll purchases forward.

The Board is requested to approve a Budget Amendment, appropriating and transferring \$200,000 in fund balance from the General Fund to the Capital Projects Fund. These funds will be used to position two ambulances for purchase in FY23. Positioning is essential now in order to secure delivery within FY23 due to significant lead times on delivery. Although the vehicles will be positioned, no vehicles will actually be ordered until approved by the Board of Commissioners with adoption of the annual budget.

BOARD ACTION REQUESTED:

The Board is requested to approve the attached Budget Amendment as presented.

Suggested Motion:

I move the Board approve the budget amendment as presented, transferring funds from the General Fund to the Capital Projects Fund.

**LINE-ITEM TRANSFER REQUEST
HENDERSON COUNTY**



Department: FINANCE

Please make the following line-item transfers:

What expense line-item is to be increased?

Account	Line-Item Description	Amount
<u>405400-553000-5530</u>	<u>VEHICLE FUND - COUNTYWIDE</u>	<u>\$200,000</u>
<u>115408-598040</u>	<u>TRANSFER TO CAPITAL PROJ. FUND</u>	<u>\$200,000</u>

What expense line-item is to be decreased? Or what additional revenue is now expected?

Account	Line-Item Description	Amount
<u>404400-403500-5530</u>	<u>TRANSFER FROM GENERAL FUND</u>	<u>\$200,000</u>
<u>114990-401000</u>	<u>FUND BALANCE APPROPRIATED</u>	<u>\$200,000</u>

Justification: *Please provide a brief justification for this line-item transfer request.*
 TO ESTABLISH A REVOLVING VEHICLE FUND WITHIN A MULTI-YEAR FUND TO SIMPLIFY ENCUMBRANCE AND PURCHASE OF COUNTY VEHICLES THAT SPAN FISCAL YEARS. BOC APPROVED 4.4.2022.

<u>BUDGET</u>		<u>4.4.2022</u>
Authorized by Department Head	Date	
Authorized by Budget Office	Date	
Authorized by County Manager	Date	

For Budget Use Only

Batch # _____

BA # _____

Batch Date _____