



**COUNTY ADMINISTRATIVE OFFICE  
GENERAL SERVICES  
CAPITAL PROJECTS  
COUNTY OF TULARE  
AGENDA ITEM**

**BOARD OF SUPERVISORS**

KUYLER CROCKER  
District One  
PETE VANDER POEL  
District Two  
AMY SHUKLIAN  
District Three  
J. STEVEN WORTHLEY  
District Four  
MIKE ENNIS  
District Five

**AGENDA DATE:** January 24, 2017

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Electronic file(s) has been sent	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Budget Transfer (Aud 308) attached	Yes	<input checked="" type="checkbox"/>	N/A	<input type="checkbox"/>
Personnel Resolution attached	Yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input type="checkbox"/>	N/A	<input type="checkbox"/>
CONTACT PERSON: Mark Van Fossen    PHONE: 636-5305				

**SUBJECT:** Budget Adjustment for the Agricultural Commissioner Improvement Projects

**REQUEST(S):**  
That the Board of Supervisors:

1. Approve an increase to the Capital Projects budget for Fiscal Year 2016/17 in the amount of \$38,852 for the Agricultural Commissioner Improvement Projects.
2. Approve the necessary budget adjustment per the attached AUD 308 (4/5ths vote required).

**SUMMARY:**  
The Tulare County Agricultural Commissioner/Sealer is transferring an additional \$38,852 to Capital Projects for the completion of several Ag Commissioner Facility Improvement Projects. Improvements already completed at the main office in Tulare include full HVAC equipment replacement, new flooring in the auditorium, conference room, three offices, and copy room, and electrical wiring for display and sound equipment in the auditorium and conference room.

Outstanding improvements at the main office include new carpet and office furniture in the reception area. Outstanding improvements at the Ag Commissioner's Warehouse in Visalia include multiple ADA improvements, asbestos floor abatement and new flooring, interior and exterior painting, and fascia repair and rain gutter replacement.

It is requested that the Board approve an increase to the Capital Projects budget for Fiscal Year 2016/17 in the amount of \$38,852 for the Agricultural Commissioner

**SUBJECT:** Budget Adjustment for the Agricultural Commissioner Improvement  
**DATE:** Projects  
January 24, 2017

Improvement Projects, and approve the necessary budget adjustment per the attached AUD 308 (4/5<sup>th</sup> vote required).

**FISCAL IMPACT/FINANCING:**

The AUD 308 will increase the Capital Projects revenue line 030-086-3200-9202 and expense line 030-086-3200-8176 by \$38,852. A journal voucher will be submitted to transfer the funds from the Agricultural Commissioner's budget to Capital Projects. There will be no additional Net County Cost.

**LINKAGE TO THE COUNTY OF TULARE STRATEGIC BUSINESS PLAN:**

The County's Strategic Business Plan includes the Organizational Performance Initiative to provide state-of-the-art technology and infrastructure to support better service delivery. Maintaining the Agricultural Building, and keeping it in good repair, will give the Agricultural Commissioner and her staff a safe place to work, and provide the public with the service they require.

**ADMINISTRATIVE SIGN-OFF:**

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Mark Van Fossen  
Capital Projects Coordinator II

cc: Auditor-Controller  
County Counsel  
County Administrative Office (2)

Attachment(s) AUD 308 form

**BEFORE THE BOARD OF SUPERVISORS  
COUNTY OF TULARE, STATE OF CALIFORNIA**

**IN THE MATTER OF BUDGET** )  
**ADJUSTMENT FOR THE AGRICULTURAL** ) **Resolution No.** \_\_\_\_\_  
**COMMISSIONER IMPROVEMENT** ) **Agreement No.** \_\_\_\_\_  
**PROJECTS** )

UPON MOTION OF SUPERVISOR \_\_\_\_\_, SECONDED BY  
SUPERVISOR \_\_\_\_\_, THE FOLLOWING WAS ADOPTED BY THE  
BOARD OF SUPERVISORS, AT AN OFFICIAL MEETING HELD \_\_\_\_\_  
\_\_\_\_\_, BY THE FOLLOWING VOTE:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

ATTEST: MICHAEL C. SPATA  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

BY: \_\_\_\_\_  
Deputy Clerk

\* \* \* \* \*

1. Approved an increase to the Capital Projects budget for Fiscal Year 2016/17 in the amount of \$38,852 for the Agricultural Commissioner Improvement Projects.
2. Approved the necessary budget adjustment per the attached AUD 308 (4/5ths vote required).

**AUD-308 - Budget Adjustment Form**

8:06 AM

January 10, 2017			07/17		2017
Date	Document ID Number				Budget Fiscal Year
General Services			Brenda Medrano	624-7210	
Agency Name			Contact Person	Phone	Extension

Action** A,C,D	Fund	Dept	Appr #	LEVEL 1 Finish Here			Current Amount	Revised Amount	Inc / Dec Amt	
C	030	086	0861CAP				65,839,227	65,878,079	38,852	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
									-	
<b>Appropriations Total</b>							<i>Need Not Equal Zero</i>	65,839,227	65,878,079	38,852

Action** A,C,D	Fund	Dept	Appr #	Unit	Object	Rev	LEVEL 2 Start Here	Current Amt	Revised Amount	Inc / Dec Amt
C	030	086	0861CAP	3200	8176			195,123	233,975	38,852
A	030	086		3200		9202			38,852	(38,852)
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
										-
<b>Line Total</b>							<i>Must Equal Zero</i>	\$ 195,123	\$ 272,827	\$ -

Reason for Adjustment (To Avoid Correspondence, State Reason in Detail)

Receiving revenue from Tulare County Agricultural Commissioner / Sealer on budget line 030-086-3200-9202 for the Ag Commissioner Facility Improvement Project. Additionally, increasing the corresponding expense line 030-086-3200-8176.

<p>_____</p> <p>Affected Dept Head Signature</p>	<p>_____</p> <p>Other Affected Dept Head Signature</p>
<p>Checked By: _____</p> <p>County Executive Office Action: No. _____ Date: _____</p> <p>( ) Approved ( ) Disapproved</p> <p>By: _____</p> <p>Board of Supervisors Action: No. _____ Date: _____</p>	<p>Entered By: _____</p> <p>Date: _____</p> <p>Distribution: 1: BOS/CAO/Auditor</p>

**\*\* Action Codes: A=Add, C=Change, D=Deactivate**

\* Whenever a 93XX account budget is adjusted, a corresponding 94XX account budget must be adjusted in the billing agency, except for ISFs

\* Whenever a 95XX account budget is adjusted, a corresponding 96XX account budget must be adjusted in the billing agency, and vice versa

\* Whenever a 97XX account budget is adjusted, a corresponding 98XX account budget must be adjusted in the billing agency, and vice versa