



**GENERAL SERVICES AGENCY  
CAPITAL PROJECTS  
COUNTY OF TULARE  
AGENDA ITEM**

**BOARD OF SUPERVISORS**

KUYLER CROCKER  
District One

PETE VANDER POEL  
District Two

AMY SHUKLIAN  
District Three

EDDIE VALERO  
District Four

DENNIS TOWNSEND  
District Five

**AGENDA DATE:** June 4, 2019 - **REVISED**

Public Hearing Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Scheduled Public Hearing w/Clerk	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Published Notice Required	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Advertised Published Notice	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
Meet & Confer Required	Yes	<input type="checkbox"/>	N/A	<input checked="" 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 checked="" type="checkbox"/>
Agreements are attached and signature line for Chairman is marked with tab(s)/flag(s)	Yes	<input type="checkbox"/>	N/A	<input checked="" type="checkbox"/>
CONTACT PERSON: Maria Benavides		PHONE: 205-1124		

**SUBJECT:** Agricultural Commissioner Remodel Project

**REQUEST(S):**

That the Board of Supervisors:

1. Approve an adjustment to the Capital Projects budget for Fiscal Year 2018/19 in the amount of \$8,623 to accommodate costs associated with the Agricultural Commissioner Remodel Project.
2. Approve the necessary budget adjustments per the attached AUD 308 (4/5ths vote required).

**SUMMARY:**

In Fiscal Year 2018/19, \$135,000 was budgeted to complete two projects at the Agricultural Commissioner's Office located at 4437 S. Laspina Street in Tulare. The initial HVAC project was completed on December 19, 2018 and the minor remodel project is in progress. The remodel consists of demolition of an existing wall and associated electrical and data lines. The wall will be re-built and create a larger working area to accommodate the needs of the Agricultural Commissioner.

An additional \$8,623 is required to complete the minor remodel. The Agricultural Commissioner has transferred the money to Capital Projects and an AUD 308 is required to recognize the increased revenue and expense to the Capital Projects budget. Therefore, staff is requesting that the Board approve the necessary budget adjustment per the attached AUD 308.

**FISCAL IMPACT/FINANCING:**

The project is funded in the Capital Projects Fund 030-086-3200-8176. The attached

**SUBJECT:** Agricultural Commissioner Remodel Project

**DATE:** June 4, 2019

AUD 308 increases Capital Projects revenue line 030-086-3200-9202 and expense line 030-086-3200-8176 by \$8,623.

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

The County's Strategic Business Plan includes the Organizational Improvement initiative. This project will ensure that the Agricultural Commissioner's Office has the necessary functional spaces to achieve their mission and serve their customers.

**ADMINISTRATIVE SIGN-OFF:**



Kyle Taylor  
Capital Projects Coordinator III

cc: County Administrative Office

Attachment(s)  
AUD 308

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

IN THE MATTER OF AGRICULTURAL  
COMMISSIONER REMODEL PROJECT

)  
) RESOLUTION NO. \_\_\_\_\_  
) AGREEMENT NO. \_\_\_\_\_  
)

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: JASON T. BRITT  
COUNTY ADMINISTRATIVE OFFICER/  
CLERK, BOARD OF SUPERVISORS

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

\* \* \* \* \*

1. Approved an adjustment to the Capital Projects budget for Fiscal Year 2018/19 in the amount of \$8,623 to accommodate costs associated with the Agricultural Commissioner Remodel Project.
2. Approved the necessary budget adjustments per the attached AUD 308 (4/5ths vote required).

