

REQUEST TO USE CERTIFIED ROLLOVER FUNDS

Department: Assessment Department

Date: 9/4/2019

Fiscal Target Budgeting Unit (if other than Dept.): _____

SUMMARY:

	Carried From Previous Years	2018 Certified Rollover	Total Available
Available Surplus Funds:	\$0.00	\$28,092.00	\$28,092.00
1) Funds requested for use in 2019 (must match Total Current Year Request below):			\$28,092.00
2) Funds requested for use in 2020 (to be submitted as an OTR):			\$0.00
3) Other requested use of funds:			\$0.00
		Total Requested	\$28,092.00
CURRENT YEAR REQUEST(S):	Remainder (available to carry forward):		\$0.00

FOR FUNDS REQUESTED IN THIS YEAR'S BUDGET, DESCRIBE THE PLANNED USE, please be specific (please attach additional information, if necessary):

Planned use of rollover:	Funct. Unit	Account No.	Dollar Amt.
1) Additional money to purchase EV that was included in 2020 Budget (under anticipated the cost of an EV Crossover)	1355	52231	\$22,000.00
2) MS Surface for New Data Collector position	1355	52206	\$1,092.00
3) ImageMate Desktop Application and ImageMate Online upgrades/fixing broken links.	1355	54426	\$5,000.00
4)			\$0.00
5)			\$0.00
6)			\$0.00
7)			\$0.00
8)			\$0.00
9)			\$0.00
10)			\$0.00
	Total Current Year Request (must match Summary line #1):		\$28,092.00

FUTURE USES:

Does the Department plan to use rollover funds in future years, beyond 2020? If so, what is the plan?

Is the Department in a position to return all or part of rollover to the general fund? (Please be specific)

SOURCE OF FUNDS:

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County Fiscal Policy requires that sources of unspent funds for reappropriation (Certified Rollover) "be explicitly identified for Legislature review." (Please complete this section by explaining the specific source of your department's certified rollover funds for this year in the space(s) provided in the applicable section(s) and providing the corresponding dollar amount at right (below).)

	Source(s) of Rollover Funds and Explanation	Dollar Amt.
1)	Grant with mismatched fiscal year: Please indicate what grant and for which years.	
2)	Decision to postpone an expense or activity: Which expense or activity was postponed and why? We postponed the additional sketching software and we abandoned our service contract with COSTAR.	\$7,772.00
3)	Position(s) temporarily vacant: What positions were vacant and why?	
4)	Bid price on contract lower than budgeted: What was contract for and why was it lower than budget?	
5)	Funds reserved for future equipment purchase: What equipment are you anticipating purchasing?	
6)	Savings resulting from new efficiencies: What were the new efficiencies? How did they come about?	
7)	Revenue over budget: Where did the excess revenue come from? The fees for Filing of Subdivisions and Apportionments were higher than anticipated.	\$9,765.00
8)	Revenue under budget: What caused the reduction in anticipated revenue?	
9)	Other, please explain: Small line item savings in Postage, Fuel, Telephone, and Supplies.	

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	\$10,555.00
Total Certified Rollover Funds by Source (should match 2018 Certified Rollover amount from previous page):	\$28,092.00

APPROVALS:

Department Head Name	Date Submitted:
FOR ADMINISTRATION USE ONLY	
County Administrator recommendation for current year use in 2019:	\$ 28,092.-
County Administrator recommendation for use in 2020 Budget:	\$ -
Signed: <i>Jaxon Moleno</i>	Total Request Recommended: \$ 28,092.-
Administrator Explanation:	