

REQUEST FOR BOARD ACTION

HENDERSON COUNTY BOARD OF COMMISSIONERS

MEETING DATE: April 1, 2024

SUBJECT: Truck Purchase – Soil and Water Conservation

PRESENTER: Jonathan Wallin, Soil & Water Director

ATTACHMENTS: Yes:
1) Budget Amendment

SUMMARY OF REQUEST:

Staff is requesting the Board approve the attached budget amendment which appropriates funds to be used toward the purchase of a new department vehicle (truck). Funds for the purchase of the vehicle are from the recent sale of a piece of equipment and appropriated Soil & Water fund balance. This vehicle will be a vital addition for the staff for the following reasons:

- Many out-of-county training events are held throughout the year, and a new Soil & Water vehicle would reduce requests for temporary vehicle assignments and take strain off of the motor pool
- An increasing number of projects from state funding and grant sources make sharing only one department vehicle amongst four employees a hardship
- Having a second department vehicle branded with the County logo would make Soil & Water more professional during on-site visits
- When using motor pool vehicles, some measure of productivity is always lost in having to schedule time to pick up and return the vehicle, usually requiring two staff members (which is 50% of the staff)

BOARD ACTION REQUESTED:

Staff is requesting the Board approve the purchase of a new truck for the department and the attached budget amendment to appropriate funds to be used to facilitate the purchase.

Suggested Motion:

I move the Board approve the purchase of the requested vehicle and the attached budget amendment to facilitate its purchase.

**LINE-ITEM TRANSFER REQUEST
HENDERSON COUNTY**



Department: _____ Soil & Water _____

Please make the following line-item transfers:

What expense line-item is to be increased?

| Account | Line-Item Description | Amount |
|--------------------|-----------------------------------|---------------|
| 115471-598040 | Transfer to Capital Projects Fund | \$50,085 |
| 405400-553000-5530 | Capital Outlay-Vehicles | \$50,085 |
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| | | |
| | | \$100,170 |

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

| Account | Line-Item Description | Amount |
|--------------------|------------------------------|---------------|
| 404400-403500-5530 | Transfer from General Fund | \$50,085 |
| 114835-491001 | Sale of Fixed Assets | \$11,250 |
| 114990-401008 | Fund Balance Approp - S&W | \$27,312 |
| 115471-526500 | Inventory | \$1,000 |
| 115471-535200 | Maint & Repair-Equipment | \$1,500 |
| 115471-535300 | Maint & Repair-Vehicles | \$2,500 |
| 115471-547300 | Lease of Real Property | \$6,523 |
| | | \$100,170 |

Justification:

Transfer of funds needed to facilitate purchase of additional truck to reduce hardships on staff from sharing one vehicle and reduce current strain on motor pool as outlined in the associated RBA. BOC approved 04.01.24

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|-------------------------------|----------|
| _____ | 4/1/2024 |
| Authorized by Department Head | Date |
| _____ | _____ |
| Authorized by Budget Office | Date |
| _____ | _____ |
| Authorized by County Manager | Date |

For Budget Use Only

Batch # _____

BA # _____

Batch Date _____