

COUNTY OF SANTA CRUZ
REQUEST FOR TRANSFER OR REVISION
OF BUDGET APPROPRIATIONS AND / OR FUNDS

Department: Parks/CSA11
Fund Number: 22290
To: Board of Supervisors
Requires 4/5 vote: No

Date: 10/01/24

I hereby request your approval of the following transfer of budget appropriations and/or funds in the fiscal year ending June 30, 25

AUDITOR-CONTROLLER USE ONLY		
Document #:		
Description:	#	
	Board Name	Agenda Date (mm/dd/yy)
Entered by:	Date:	

		GL Key	GL Object	JL Key	JL Object	Amount	Account Description
TRANSFER	To	134910	86110			67,980	CSA#11 / BUILDINGS AND IMPROVEMENTS
		134910	86204			45,000	CSA#11 / EQUIPMENT
	From	134910	34400			112,980	CSA#11 / FUND BALANCE

Explanation:
Request for transfer of appropriations from CSA11 fund balance to include:
1) \$67,980 for purchase of fixed asset Trane Outdoor Gas Heating Unit (HVAC) approved by the Board on 3/12/24 (DOC-2024-198) but erroneously omitted during re-budget process
2) \$45,000 for purchase of equipment included in BOS-approved list of Fixed Assets but erroneously omitted in budget appropriations
Name: Emilia Gamboa Title: DFO Date: 10/01/24

Auditor-Controller's Action: I hereby certify that the unencumbered balance(s) is/are available in the appropriations/funds and in the amounts indicated

Auditor-Controller, by Steve Salatti, Deputy Date: 10/1/2024

Administrative Officer's Action: () Recommended to Board () Approved () Not Recommended or Approved

Administrative Officer Peter Dellefs Mary Truente Nicole Colburn Date: 10/30/2024

State of California }
County of Santa Cruz ss. As the Clerk of the Board of Supervisors of the County of Santa Cruz, I do hereby certify that the foregoing transfer was approved by said Board of Supervisors as recommended by the County Administrative Officer by an order duly entered in the minutes of said Board on _____ 20____, by _____, Deputy Clerk



County of Santa Cruz Board of Supervisors

Agenda Item Submittal

From: Parks, Open Space & Cultural Services

(831) 454-7901

Subject: Approve Fixed Asset Purchases and Transfer of Appropriations

Meeting Date: March 12, 2024

Recommended Actions

- 1) Approve the purchase of fixed asset Trane Outdoor Gas Heating Unit (HVAC) in the amount of \$67,980;
- 2) Approve the purchase of fixed asset Teledyne Laars Model # AP1200 IN 09 R 1A NT (Boiler) in the amount of \$21,840;
- 3) Approve the purchase of fixed asset freezer in the amount of \$9,218; and
- 4) Approve the transfer of appropriations in the amount of \$99,038 within the Parks, Open Space, & Cultural Services Budget.

Executive Summary

The Parks Department is requesting approval for the purchase of a replacement Trane Outdoor Gas Heating Unit (R#3-0284), Teledyne Laars Model # AP1200 IN 09 R 1A NT (R# 3-0291), and a freezer. The current units have failed and are beyond repair. These purchases would ensure the public's health and safety is maintained while mitigating the loss of revenue due to lack of programmable recreational space.

Discussion

County purchasing policy requires Board approval of equipment costing \$20,000 or more as a fixed asset. There were two emergency R numbers issued for the replacement of both the HVAC and Boiler units. The HVAC unit is a vital piece of equipment used to maintain proper air and ventilation conditions within the Simpkins Swim Center locker rooms (R# 3-0284). The Teledyne unit ensures the water temperature remains constant in the programmable warm water pool (R# 3-0291). Parks completed an informal bidding process to select the vendor for the work and replacement of the units. The current freezer in the community rooms has become inoperable and needs to be replaced. Replacement of the freezer will meet requirements needed to have an operable commercial kitchen in the Simpkins Swim Center Community Rooms for members that reserve the space to use.

The requested equipment is essential to the health and safety of the public and allows for business to continue by enhancing community play areas while improving equitable public access and opportunities.

Replacement of this equipment will help Parks achieve Strategic Plan Goal 1: Great Facilities and 3: Awesome Programs.

Financial Impact

\$89,820 is being transferred from existing CSA 11 Fund Balance to CSA 11 Fixed Assets (134910 / 86110) for the Simpkins locker room HVAC and warm water pool boiler, and \$9,218 is being transferred from appropriations in CSA 11 Field Equipment (134910 / 86206) to CSA 11 Equipment (134910 / 86204) for the Simpkins freezer.

Strategic Initiatives

- 1.A (Comprehensive Health and Safety: Health Equity)
- 4.A (Sustainable Environment: Outdoor Experience)
- 5.B (Dynamic Economy: Community Vitality)
- 6.A (Operational Excellence: Customer Experience)
- 6.C (Operational Excellence: County Infrastructure)

Submitted by:

Jeff Gaffney, Director of Parks, Open Spaces & Cultural Services

Recommended by:

Carlos J. Palacios, County Administrative Officer

Attachments:

- a** AUD74 Request for Transfer of Budget Appropriations (eSign)

COUNTY OF SANTA CRUZ

PROPOSED 2024-25 BUDGET:

Fixed Asset Schedule-F0604

Fixed Asset Schedule

Department	GLKey	Item	Quantity	New or Replacement	2024-25 Proposed Amount
Community Development and Infrastructure*	622115	CSA#9 HOLOHAN/152 SIGNAL UPGRADE +	1	New	\$ 10,000
Community Development and Infrastructure*	622120	CSA#9A State Park Dr/Searidge-Seacliff Vill. +	1	New	\$ 10,000
Community Development and Infrastructure*	622245	PAJ - S&I PAJARO ST DRAIN MAINT	1	New	\$ 443,931
Community Development and Infrastructure*	622350	ZONE5 38Th Ave Detention Basin Pipe Repair/Repl.	1	New	\$ 110,000
Community Development and Infrastructure*	622365	ZONE5 Minor Projects	1	New	\$ 90,000
Community Development and Infrastructure*	135462	Z0 - DWR FREP ROUND 3 X-BAND	1	New	\$ 80,000
Community Development and Infrastructure*	625105	CSA#7 EQ TANK REPLACEMENT	1	Replacement	\$ 811,000
Community Development and Infrastructure*	625110	CSA#9C Maintenance Facility Repairs	1	New	\$ 226,000
Community Development and Infrastructure*	625110	CSA#9C TRANSFER TRUCK	1	Replacement	\$ 560,000
Community Development and Infrastructure*	625110	CSA#9C 938 LOADER	1	Replacement	\$ 380,800
Community Development and Infrastructure*	625110	BAILER BLTS RECYCLE CENTER	1	New	\$ 162,400
Community Development and Infrastructure*	625110	TOOLS FOR SHOP SERVICE TRUCK	N/A	New	\$ 5,600
Community Development and Infrastructure*	625110	CSA#9C WELDER	1	Replacement	\$ 7,840
Community Development and Infrastructure*	625110	CSA#9C TIRE BALANCER	1	Replacement	\$ 11,200
Community Development and Infrastructure*	625125	DSD WATER TANK REHAB	1	New	\$ 483,807
Community Development and Infrastructure*	625125	DSD DROUGHT RELIEF WATER TANK +	1	New	\$ 1,379,278
Community Development and Infrastructure*	625125	DSD Water Main Rehabilitation	1	Replacement	\$ 660,000
Community Development and Infrastructure*	625140	FSD Small Pump Station Improvements	1	Replacement	\$ 100,000
Community Development and Infrastructure*	625140	FSD FREEDOM SEWER REHAB PH2 +	1	New	\$ 600,000
Community Development and Infrastructure*	625200	CSA#5 SD LEACH PIT REPAIR	1	New	\$ 6,000
Community Development and Infrastructure*	625230	CSA#20 REPLACE / REPAIR RUSTED ITEMS	1	Replacement	\$ 9,422
Community Development and Infrastructure*	601100	LIGHT TRUCK PURCHASES	3+	Replacement	\$ 100,000
Community Development and Infrastructure*	601100	FRONT LOADERS	3	Replacement	\$ 750,000
Community Development and Infrastructure*	601100	FLEET TELEMATICS	1	Replacement	\$ 15,000
Community Development and Infrastructure*	601000	Various Yard Improvements	N/A	Replacement	\$ 50,000

COUNTY OF SANTA CRUZ

PROPOSED 2024-25 BUDGET:

Fixed Asset Schedule-F0604

Fixed Asset Schedule

Department	GLKey	Item	Quantity	New or Replacement	2024-25 Proposed Amount
Human Services Department	392140	Server(s)	1+	Replacement	\$ 118,000
Information Services Department*	431000	Generator	1	Replacement	\$ 10,000
Information Services Department*	424400	Mobile Device Computers	9	New	\$ 59,412
Information Services Department*	424200	Network Switches	2	Replacement	\$ 60,000
Information Services Department*	424200	Blades	3	Replacement	\$ 75,000
Parks, Open Space, and Cultural Services	134910	Parks Department Simpkins Upstairs Windows	1	New	\$ 60,000
Parks, Open Space, and Cultural Services	134910	Utility Vehicle	1	New	\$ 30,000
Parks, Open Space, and Cultural Services	134910	Utility Vehicle	1	Replacement	\$ 30,000
Parks, Open Space, and Cultural Services	134910	Power Winder for Pool Covers	1	Replacement	\$ 15,000
Parks, Open Space, and Cultural Services	134910	John Deere Wide Area Mower 1600 Turbo	1	Replacement	\$ 60,000
Parks, Open Space, and Cultural Services	134910	Bobcat Excavator	1	New	\$ 100,000
Parks, Open Space, and Cultural Services	134910	Chipper - Limbs & Shrubs	1	Replacement	\$ 35,000
Parks, Open Space, and Cultural Services	134910	Trailer for Polo Grounds office	1	Replacement	\$ 20,000
Parks, Open Space, and Cultural Services	134910	Bobcat Skid Steer Attachment	2	New	\$ 30,000
Parks, Open Space, and Cultural Services	134910	Mid-Size Mower	1	Replacement	\$ 35,000
Parks, Open Space, and Cultural Services	134910	Top Dresser	1	Replacement	\$ 25,000
Parks, Open Space, and Cultural Services	134910	Leak Detector	1	New	\$ 15,000
Parks, Open Space, and Cultural Services	134910	Plumbing Snake with Scope	1	New	\$ 15,000
Parks, Open Space, and Cultural Services	134910	Chipper Truck	1	New	\$ 100,000
Sheriff-Coroner	661410	Autopsy Carts	3	Replacement	\$ 30,000
Sheriff-Coroner	661405	Discover Pro Plus Crime Lite Auto Kit	1	New	\$ 90,000
Sheriff-Coroner	661420	CSI 360 Camera OSMO System	1	New	\$ 25,000
Sheriff-Coroner	662405	Dental Room Xray equipment	1	Replacement	\$ 25,000
Sheriff-Coroner	661420	Livescan fingerprinting station	4	Replacement	\$ 150,000

* Equipment for Internal Service Enterprise Funds is offset and capitalized over the useful life of the asset.

TOTAL \$ 8,274,690

24-25 Fixed Asset

#	Item Description	QTY	New or Replacement	GL Key	Object	Amount
1	Parks Department Upstairs Windows	1	New	134910	86110	\$ 60,000.00
2	Utility Vehicle	1	New	134910	86209	\$ 30,000.00
3	Utility Vehicle	1	Replacement	134910	86209	\$ 30,000.00
4	Power Winder for Pool Covers	1	Replacement	134910	86204	\$ 15,000.00
5	John Deere Wide Area Mower 1600 Turbo	1	Replacement	134910	86209	\$ 60,000.00
6	Bobcat Excavator	1	New	134910	86209	\$ 100,000.00
7	Chipper - Limbs & Shrubs	1	Replacement	134910	86206	\$ 35,000.00
8	Trailer for Polo Grounds office	1	Replacement	134910	86209	\$ 20,000.00
9	Bobcat Skid Steer Attachment	2	New	134910	86209	\$ 30,000.00
10	Mid-Size Mower	1	Replacement	134910	86209	\$ 35,000.00
11	Top Dresser	1	Replacement	134910	86209	\$ 25,000.00
12	Leak Detector	1	New	134910	86204	\$ 15,000.00
13	Plumbing Snake with Scope	1	New	134910	86204	\$ 15,000.00
14	Chipper Truck	1	New	134910	86209	\$ 100,000.00
					Subtotal	\$ 570,000.00

Revenue/Expenditure Balances

As Of = @current-fiscal-year-end; Years = 1; Revenues/Expenditures = R,E

GL Key [134910]

			FY 2025			
GL Key	Object	GL Object Title	Adopted Budget	Adjusted Budget	Year-To-Date Actual	Year-To-Date Encumbrances
GL Key: 134910 – CSA #11-PARKS & REC						
Character: 01 – TAXES						
134910	40100	PROPERTY TAX-CURRENT SEC-GEN	589,729.00	589,729.00		
134910	40110	PROPERTY TAX-CURRENT UNSEC-GEN	9,000.00	9,000.00	10,564.92	
134910	40130	PROPERTY TAX-PRIOR UNSEC-GEN			112.58	
134910	40150	SUPP PROP TAX-CURRENT SEC	2,000.00	2,000.00	608.08	
134910	40151	SUPP PROP TAX-CURRENT UNSEC			71.09	
134910	40160	SUPP PROP TAX-PRIOR SEC			240.29	
134910	40161	SUPP PROP TAX-PRIOR UNSEC			41.72	
134910	40205	SUPPLEMENTAL ALLOCATION PLAN	1,135,000.00	1,135,000.00		
Total 01 – TAXES			1,735,729.00	1,735,729.00	11,638.68	0.00
Character: 07 – FINES, FORFEITURES & ASSMNTS						
134910	44142	PENALTIES FOR DELINQUENT TAXES			19.31	
134910	44143	REDMPTN PNLTIES FOR DELINQ TXS			23.86	
Total 07 – FINES, FORFEITURES & ASSMNTS			0.00	0.00	43.17	0.00
Character: 10 – REV FROM USE OF MONEY & PROP						
134910	40430	INTEREST	90,000.00	90,000.00	16,753.05	
Total 10 – REV FROM USE OF MONEY & PROP			90,000.00	90,000.00	16,753.05	0.00
Character: 15 – INTERGOVERNMENTAL REVENUES						
134910	40830	ST-HOMEOWNERS' PROP TAX RELIEF	2,572.00	2,572.00		
134910	40852	ST-OTHR TAX RELIEF SUBVENTIONS	350.00	350.00		
134910	41162	RDA PASS-THROUGHS	5,000.00	5,000.00	458.23	
Total 15 – INTERGOVERNMENTAL REVENUES			7,922.00	7,922.00	458.23	0.00
Character: 60 – SERVICES AND SUPPLIES						
134910	62301	ACCOUNTING AND AUDITING FEES	750.00	750.00		
134910	62380	POSCS SERVICES	2,055,367.00	2,055,367.00		
Total 60 – SERVICES AND SUPPLIES			-2,056,117.00	-2,056,117.00	0.00	0.00
Character: 70 – OTHER CHARGES						
134910	74110	PRINCIPAL ON LONG-TERM DEBT	70,433.00	70,433.00	23,163.52	44,947.48
134910	74425	INTEREST ON LONG-TERM DEBT	42,371.00	42,371.00	14,437.75	30,256.25
134910	75315	COUNTY OVERHEAD A87/CP	17,247.00	17,247.00	4,311.75	
Total 70 – OTHER CHARGES			-130,051.00	-130,051.00	-41,913.02	-75,203.73

Revenue/Expenditure Balances

As Of = @current-fiscal-year-end; Years = 1; Revenues/Expenditures = R,E
GL Key [134910]

			FY 2025			
GL Key	Object	GL Object Title	Adopted Budget	Adjusted Budget	Year-To-Date Actual	Year-To-Date Encumbrances
GL Key: 134910 – CSA #11-PARKS & REC						
Character: 80 – FIXED ASSETS						
134910	86110	BUILDINGS AND IMPROVEMENTS	60,000.00	60,000.00	65,000.00	0.00
134910	86204	EQUIPMENT				0.00
134910	86206	FIELD EQUIPMENT	35,000.00	35,000.00		31.24
134910	86209	MOBILE EQUIPMENT	430,000.00	430,000.00		0.00
Total 80 – FIXED ASSETS			-525,000.00	-525,000.00	-65,000.00	-31.24
Character: 90 – OTHER FINANCING USES						
134910	90003	OP/TR OUT-TO 131215 CERTS	29,410.00	29,410.00		
Total 90 – OTHER FINANCING USES			-29,410.00	-29,410.00	0.00	0.00
Total 134910 – CSA #11-PARKS & REC			-906,927.00	-906,927.00	-78,019.89	-75,234.97
			-906,927.00	-906,927.00	-78,019.89	-75,234.97

Certificate Of Completion

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Certificate Pages: 5

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Emilia Gamboa

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701 Ocean Street

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Santa Cruz, CA 95060

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Steve Salatti

Steve.Salatti@santacruzcountyca.gov

Security Level: Email, Account Authentication (None)

Signature

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Electronic Record and Signature Disclosure:

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Peter Detlefs

Peter.Detlefs@santacruzcountyca.gov

Security Level: Email, Account Authentication (None)

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Signature Adoption: Pre-selected Style

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Electronic Record and Signature Disclosure:

Accepted: 9/14/2023 11:24:46 AM

ID: 6a1b5ac8-5182-4b62-bb5f-250ad59f17f2

Marcus Pimentel


Marcus.Pimentel@santacruzcountyca.gov

County Budget Manager

County of Santa Cruz, CA

Security Level: Email, Account Authentication (None)

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Electronic Record and Signature Disclosure:

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Nicole Coburn

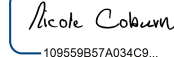
Nicole.Coburn@santacruzcountyca.gov

Asst. County Admin. Officer

County of Santa Cruz

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Editor Delivery Events	Status	Timestamp
Agent Delivery Events	Status	Timestamp
Intermediary Delivery Events	Status	Timestamp
Certified Delivery Events	Status	Timestamp
Carbon Copy Events	Status	Timestamp
Witness Events	Signature	Timestamp
Notary Events	Signature	Timestamp
Envelope Summary Events	Status	Timestamps
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Envelope Updated	Security Checked	10/22/2024 6:27:54 AM
Envelope Updated	Security Checked	10/22/2024 6:27:54 AM
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Signing Complete	Security Checked	10/30/2024 11:30:10 AM
Completed	Security Checked	10/30/2024 11:30:10 AM
Payment Events	Status	Timestamps
Electronic Record and Signature Disclosure		

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You may contact us to let us know of your changes as to how we may contact you electronically, to request paper copies of certain information from us, and to withdraw your prior consent to receive notices and disclosures electronically as follows:

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- ii. send us an email to nada.algharib@santacruzcounty.us and in the body of such request you must state your email, full name, mailing address, and telephone number. We do not need any other information from you to withdraw consent.. The consequences of your withdrawing consent for online documents will be that transactions may take a longer time to process..

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