

**BUDGET ADJUSTMENT REQUEST**  
**Increase/Decrease Between Expenses**  
**Increase/Decrease Between Revenues**

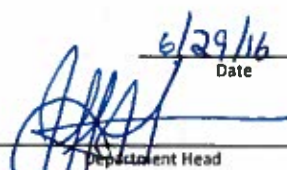
Fiscal Year: **2015-2016**

Date: 06/22/16  
Division: Napa Sanitation District  
Prepared By: Cyndi Bolden  
Phone: 707 258 6001

Board # (If Appl): N/A  
Budget Journal ID: NSD013  
Journal Entry ID: \_\_\_\_\_  
Date Posted: \_\_\_\_\_

| Fund              | Sub-Division | Account | Program | Descriptions                  | Increase  | Decrease  |
|-------------------|--------------|---------|---------|-------------------------------|-----------|-----------|
| 7800              | 7810000      | 55500   | 13702   | Manhole Raising/Rehab         | 30,000.00 |           |
| 7800              | 7810000      | 55500   | 13704   | Cleanouts Installation/Rehab  | 5,000.00  |           |
| 7800              | 7810000      | 55500   | 16716   | Line Recycled Water Reservoir | 25,000.00 |           |
| 7800              | 7810000      | 55500   | 14701   | Basin L - I&I Rehab Proj 4    |           | 25,000.00 |
| 7800              | 7810000      | 55500   | 13701   | Main Line Sewer Rehab         |           | 35,000.00 |
|                   |              |         |         |                               |           |           |
|                   |              |         |         |                               |           |           |
|                   |              |         |         |                               |           |           |
|                   |              |         |         |                               |           |           |
|                   |              |         |         |                               |           |           |
|                   |              |         |         |                               |           |           |
|                   |              |         |         |                               |           |           |
|                   |              |         |         |                               |           |           |
|                   |              |         |         |                               |           |           |
| Adjustment Totals |              |         |         |                               | 60,000.00 | 60,000.00 |

Justification: Rehabilitation of manholes due leaks discovered during chloride study (CIP 13702), continue installation of cleanouts (CIP 13704), and design services  
for RW Reservoirs Improvement Project (CIP 16716).

| Department Authorization                                                                                                                                                                                | Auditor-Controller                                                                                               | CEO's Recommendation                                                                                                                                                     | Board of Supervisor's Action                                                                                    |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|-----------------------------------------------------------------------------------------------------------------|
| Budget Adjustment and Related Journal Entry, if applicable, reviewed and approved.<br><br><br><u>6/29/16</u><br>Date | Budget Adjustment and Related Journal Entry, if applicable, approved as to Accounting Form.<br><br>_____<br>Date | <input type="checkbox"/> Approve<br><input type="checkbox"/> Disapprove      Date _____<br>Budget Adjustment is in Accordance with Board Resolution 03-112 ( >\$10,000 ) | <input type="checkbox"/> Approve<br><input type="checkbox"/> Disapprove      Date _____<br>_____<br>Agenda Item |
| Department Head                                                                                                                                                                                         | Auditor-Controller                                                                                               | County Executive Officer                                                                                                                                                 | Clerk of the Board of Supervisors                                                                               |

**DIRECTION TO NAPASAN FINANCE --**

**Description:**

This budget transfer is to fund the rehabilitation of manholes due leaks discovered during chloride study (CIP 13702), continued installation of cleanouts (CIP 13704), and design services for RW Reservoirs Improvement Project (CIP 16716).

Please initiate the following budget transfers:

**Current Budget:**

|                                                             |                  |
|-------------------------------------------------------------|------------------|
| Capital Project # 13701 - Main Line Sewer Rehab             | 84,900           |
| Capital Project # 13702 - Manhole Raising/Rehab             | 185,500          |
| Capital Project # 13704 - Cleanouts Installation/Rehab      | 76,400           |
| Capital Project # 14701 - Basin L - I&I Reduction Project 4 | 2,026,600        |
| Capital Project # 16716 - Line Recycled Water Reservoir     | 45,000           |
| <b>Total</b>                                                | <b>2,418,400</b> |

**Decrease:**

|                                                             |               |
|-------------------------------------------------------------|---------------|
| Capital Project # 13701 - Main Line Sewer Rehab             | 35,000        |
| Capital Project # 14701 - Basin L - I&I Reduction Project 4 | 25,000        |
| <b>Total</b>                                                | <b>60,000</b> |

**Increase:**

|                                                         |               |
|---------------------------------------------------------|---------------|
| Capital Project # 13702 - Manhole Raising/Rehab         | 30,000        |
| Capital Project # 13704 - Cleanouts Installation/Rehab  | 5,000         |
| Capital Project # 16716 - Line Recycled Water Reservoir | 25,000        |
| <b>Total</b>                                            | <b>60,000</b> |

**New Budget:**

|                                                             |                  |
|-------------------------------------------------------------|------------------|
| Capital Project # 13701 - Main Line Sewer Rehab             | 49,900           |
| Capital Project # 13702 - Manhole Raising/Rehab             | 215,500          |
| Capital Project # 13704 - Cleanouts Installation/Rehab      | 81,400           |
| Capital Project # 14701 - Basin L - I&I Reduction Project 4 | 2,001,600        |
| Capital Project # 16716 - Line Recycled Water Reservoir     | 70,000           |
| <b>Total</b>                                                | <b>2,418,400</b> |

  
Finance Department

6/27/16  
Date

  
Jeff Tucker, DAS/CFO

6/27/16  
Date

**BUDGET ADJUSTMENT REQUEST**  
**Increase/Decrease Between Expenses**  
**Increase/Decrease Between Revenues**


**Fiscal Year: 2015-2016**

Date: 07/07/16  
Division: Napa Sanitation District  
Prepared By: Cyndi Bolden  
Phone: 707.258 6001

Board # (If Appl): N/A  
Budget Journal ID: NSD014  
Journal Entry ID: \_\_\_\_\_  
Date Posted: \_\_\_\_\_

| Fund                     | Sub-Division | Account | Program | Descriptions                 | Increase   | Decrease   |
|--------------------------|--------------|---------|---------|------------------------------|------------|------------|
| 7800                     | 7810000      | 55500   | 16701   | Basin L - I&I Rehab Proj 5   | 590,000.00 |            |
| 7800                     | 7810000      | 55253   | 15718   | LCWD Recycled Water Pipeline |            | 590,000.00 |
|                          |              |         |         |                              |            |            |
|                          |              |         |         |                              |            |            |
|                          |              |         |         |                              |            |            |
|                          |              |         |         |                              |            |            |
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|                          |              |         |         |                              |            |            |
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|                          |              |         |         |                              |            |            |
|                          |              |         |         |                              |            |            |
|                          |              |         |         |                              |            |            |
|                          |              |         |         |                              |            |            |
| <b>Adjustment Totals</b> |              |         |         |                              | 590,000.00 | 590,000.00 |

Justification: To begin Basin L I&I Reduction Project #5 earlier than anticipated. Funds were budgeted in FY 16/17.

| Department Authorization                                                                                                                                                                                                                                                  | Auditor-Controller                                                                                                                                                                 | CEO's Recommendation                                                                                                                                                     | Board of Supervisor's Action                                                                                                                      |
|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------|
| Budget Adjustment and Related Journal Entry, if applicable, reviewed and approved.<br><br><div style="text-align: right;"> <u>7/7/2016</u><br/> Date<br/> <br/> Department Head </div> | Budget Adjustment and Related Journal Entry, if applicable, approved as to Accounting Form.<br><br><div style="text-align: right;"> _____<br/> Date<br/> Auditor-Controller </div> | <input type="checkbox"/> Approve<br><input type="checkbox"/> Disapprove      Date _____<br>Budget Adjustment is in Accordance with Board Resolution 03-112 ( >\$10,000 ) | <input type="checkbox"/> Approve<br><input type="checkbox"/> Disapprove      Date _____<br>Agenda Item _____<br>Clerk of the Board of Supervisors |

**DIRECTION TO NAPASAN FINANCE --**

**Description:**

This budget transfer is to to begin Basin L I&I Reduction Project #5 earlier than anticipated.  
Funds were budgeted in FY 16/17.

Please initiate the following budget transfers:

**Current Budget:**

|                                                                |            |
|----------------------------------------------------------------|------------|
| Capital Project # 15718 - LCWD Recycled Water Pipeline Project | 14,905,150 |
| Capital Project # 16701 - Basin L - I&I Reduction Project 5    | 800,000    |
| Total                                                          | 15,705,150 |

**Decrease:**





|                                                                |         |
|----------------------------------------------------------------|---------|
| Capital Project # 15718 - LCWD Recycled Water Pipeline Project | 590,000 |
| Total                                                          | 590,000 |

**Increase:**

|                                                             |         |
|-------------------------------------------------------------|---------|
| Capital Project # 16701 - Basin L - I&I Reduction Project 5 | 590,000 |
| Total                                                       | 590,000 |

**New Budget:**

|                                                                |            |
|----------------------------------------------------------------|------------|
| Capital Project # 15718 - LCWD Recycled Water Pipeline Project | 14,315,150 |
| Capital Project # 16701 - Basin L - I&I Reduction Project 5    | 1,390,000  |
| Total                                                          | 15,705,150 |

|                                                                                                             |                                                                                              |
|-------------------------------------------------------------------------------------------------------------|----------------------------------------------------------------------------------------------|
| <br>Finance Department   | <br>Date |
| <br>Jeff Tucker, DAS/CFO | <br>Date |

### Increase/Decrease Between Revenues

|                    |        |
|--------------------|--------|
| Board # (If Appl): | N/A    |
| Budget Journal ID: | NSD015 |
| Journal Entry ID:  |        |
| Date Posted:       |        |

**Justification:** To continue the relining of laterals through the end of FY 15/16.

1 of 2

**DIRECTION TO NAPASAN FINANCE --**

**Description:**

**This budget transfer is to continue the relining project of laterals through the end of FY 15/16.**

**Please initiate the following budget transfers:**

**Current Budget:**

|                                                     |                |
|-----------------------------------------------------|----------------|
| Capital Project # 13701 - Main Line Sewer Rehab     | 49,900         |
| Capital Project # 13703 - Lateral Replacement/Rehab | 69,200         |
| <b>Total</b>                                        | <b>119,100</b> |

**Decrease:**


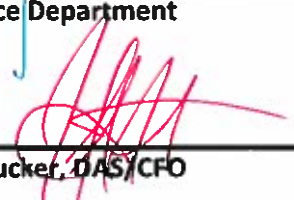
|                                                 |              |
|-------------------------------------------------|--------------|
| Capital Project # 13701 - Main Line Sewer Rehab | 5,000        |
| <b>Total</b>                                    | <b>5,000</b> |

**Increase:**

|                                                     |              |
|-----------------------------------------------------|--------------|
| Capital Project # 13703 - Lateral Replacement/Rehab | 5,000        |
| <b>Total</b>                                        | <b>5,000</b> |

**New Budget:**

|                                                     |                |
|-----------------------------------------------------|----------------|
| Capital Project # 13701 - Main Line Sewer Rehab     | 44,900         |
| Capital Project # 13703 - Lateral Replacement/Rehab | 74,200         |
| <b>Total</b>                                        | <b>119,100</b> |

|                                                                                     |                                                                                     |
|-------------------------------------------------------------------------------------|-------------------------------------------------------------------------------------|
|  |  |
| Finance Department                                                                  | Jeff Tucker, DAS/CFO                                                                |
| Date                                                                                | Date                                                                                |