

CIP BUDGET AMENDMENT REQUEST

(Used for all amendments/transfers per CIP Policy approved 2 September 2014)


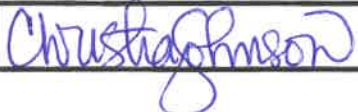
Date	4/21/2026
CIP Project(s)	Property Appraiser's Office Renovations
Division	Facilities Management Division
BRJ ID:	PHolland 03/31/26 - BOCC 04/21/26a

For Transfers under CIP Policy 6.a and 6.b shown below					For CIP Policy 6.b only		
	Amount FROM	Fund	Cost Center	Account	Project	Total Project Budget	% Decrease
TOTAL	\$ -						
	Amount TO	Fund	Cost Center	Account	Project	Total Project Budget	% Increase
TOTAL	\$ -						

JUSTIFICATION (Attached Current Fiscal Year CIP Detail Sheets)

In January 2026, the Property Appraiser returned \$2,852,849 to the Board from unspent appropriations for FY 24/25. The Property Appraiser is requesting the establishment of a new CIP project for modifications to the Property Appraiser's office in the amount of \$300,000. The Property Appraiser's building renovation scope of work consists of interior renovations to the entry/lobby, offices, and restroom areas, including interior finishes and various workstations.

APPROVALS

Division Director Approval:		3/30/26
Policy 6.a: Budget/Procurement	Policy 6.b: County Manager/Designee	
	3/31/26	
	(Date)	(Date)

6. Amending the Adopted CIP - Circumstances may arise during the fiscal year which makes it necessary to amend the Adopted CIP. Since many of the County's CIP projects span multiple years and funding sources, the Board considers certain variances of estimates to be reasonable and not require BoCC approval. The CIP may be amended as follows:

- a. The Budget and Procurement Director or designee may administratively approve changes to the funding source of a project, as long as the total project budget does not change.
- b. The County Manager or designee may approve project budget increases or decreases, which are less than 5% of the total project budget or \$250,000 (whichever is less). Multiple amendments to the same project can be approved by the County Manager if the total is under 5% or \$250,000.

AC 3/30

For Transfers Requiring Board Approval						Board Date:
	Amount FROM	Fund	Cost Center	Account	Project	Justification: See attached Agenda Backup
	\$ 300,000	30801	010000308	5998140	0000000	
TOTAL	\$ 300,000					
	Amount TO	Fund	Cost Center	Account	Project	
	\$ 300,000	30801	570519603	5666000	5700094	
TOTAL	\$ 300,000					