

# Yellowstone County



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October 14, 2020

Board of Yellowstone County Commissioners  
P.O. Box 35000  
Billings, MT 59107

Dear Board Members:

Please accept this letter as a written confirmation of our department's intent on making a budget transfer within the Junk Vehicle Fund.

Your Policy #18-121 in Section N gives my department the authority to move up to \$25,000 within a fund. This has been routinely performed over the years where unexpended funds are projected for that fund. These are then recapped both at the mid-year budget review and the end of year in one resolution for Board approval.

This letter is intended to inform the Board of our intent to move money to account for a computer budgeted to capital expenditure up to the office supply account since the PC components are under our capitalization limits. At the same time, additional cameras are needed for the security project included in the FY21 budget. Originally, it was estimated at \$1,706.00 but due to the need for additional cameras, it will end up costing \$4,800.00. So, the net changes will be to increase Office Supplies (2830.000.414.430800.210) by \$1,504.00, increase Capital Outlay-Equipment (2830.000.414.430800.940) by \$1,596.00 and reduce Contingency (2830.000.414.430800.850) by \$3,100.00.

As stated above, this change will be listed with other transfers and adjustments given to the Board for approval at the mid-year budget meeting for FY21.

Thank you for your time and consideration in this matter.

Sincerely,

A handwritten signature in blue ink that reads "Kevan Bryan".

Kevan Bryan  
Finance & Budget Director