

FEATHER RIVER AIR QUALITY MANAGEMENT DISTRICT  
MEMORANDUM  
04/02/2018

TO: FRAQMD BOARD OF DIRECTORS

FROM: Christopher D. Brown, AICP, APCO

SUBJECT: Approve budget allocation transfers from Account #725-9901-441-23-00 (Professional Services) in the amount of \$148.00 to Account #725-9901-441-27-00 (Small Tools), due to reissuance of lost check.

---

RECOMMENDATION:

Approve the requested budget allocation transfers due to reissuance of lost checks.

ALTERNATIVE:

Do not approve the requested budget allocation transfers due to reissuance of lost checks.

BACKGROUND:

The District experienced two separate cases of lost mail. In the mail were 1099's, W-2's and accounts payable checks drawn on Yuba County warrants. The District was able to reproduce most documents. There were 3 checks that totaled \$1,136.50 that may not be returned to the District until the checks stale date. This was due to the refusal to sign the Yuba County affidavit as the vendors use a bill pay service. The missing warrants have been issued stop payments. The budget shortfall is due to such a low budget allocation in small tools.

FISCAL IMPACT:

None budget allocation transfers only.