

# Yellowstone County



FINANCE  
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Billings, MT 59107-5003

April 8, 2024

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

Dear Board Members:

Please accept this letter as a written request to make a budget transfer within the Road CIP fund.

Your Policy #23-18 in Section N gives my department the authority to move up to \$50,000 within a fund. This has been routinely performed over the years where unexpended needs are projected for that fund. These are then recapped at the mid-year budget process or the end of year budget process for Board approval. This request exceeds the authorized amount.

This letter is intended to seek formal approval to move \$1,190,000 of budgeted expenditure authority from the Road CIP Land Improvement account (4050.599.430210.930). This authority will be directed to the Road CIP Equipment account (4050.599.430210.940) to cover the purchase of motor graders.

As stated above, these changes will be listed with other transfers and adjustments within the FY24 year-end resolution given to the Board for approval.

Thank you for your time and consideration in this matter.

Sincerely,

A handwritten signature in blue ink, appearing to read "Jennifer Jones", is written over a faint, larger version of the same signature.

Jennifer Jones  
Finance & Budget Director