



AUDITOR / CONTROLLER'S USE		EL DORADO COUNTY APPROPRIATION TRANSFER (29125 GOV. CODE)				
TRANSFER #		BUDGET TRANSFER REQUEST		DOCUMENT TOTAL	\$400,000.00	
JOURNAL #				NUMBER OF LINES	2	
DATE				NET TOTAL	\$0.00	
INPUT BY						
		BUDGET TRANSFER #1 - INCREASING TOTAL APPROPRIATIONS, REVENUES, OR FIXED ASSETS REQUIRES BOS APPROVAL				
						BUDGET TRANSFER #2 - MOVING APPROPRIATIONS or REVENUE BETWEEN CLASSIFICATIONS REQUIRES CAO APPROVAL
TO BE COMPLETED BY DEPARTMENT		Budget Transfer Type:	Transfer 1: BoS Approval			
DEPT NAME	Department of Transportation	Legistar Number & Date:	25-2064 01/13/26			
DEPT CONTACT & EXT.		Stephanie Lisius x 5851		12/5/2025		
		 Madeleine Morton		PAGE 1 OF 1		
		 Rafael Martinez (Dec 8, 2025 12:45:39 PST)		DATE		
DEPARTMENT AUTHORIZATION SIGNATURE AND DATE						

DIRECTIONS:

1. MEMO REQUIRED, IF BOS, INCLUDE A COPY OF THE LEGISTAR MASTER REPORT
2. REMOVE THE GREEN COPY AND SUBMIT COMPLETED REQUEST TO THE CHIEF ADMINISTRATIVE OFFICE
3. IF BUDGET TRANSFER EXCEEDS 12 LINES, EMAIL EXCEL WORKBOOK TO APINTERFACES AND CAO ANALYST

S F X	Budget Rollup Code	ORG	OBJECT	PROJECT STRING	GL Project	INCREASE OR DECREASE (INC / DEC)	AMOUNT	DESCRIPTION (30 CHARACTERS MAX.)
1	36400	3620250	4300	362000CE-36BUDGET-36EXP-36RRNO		INC	\$ 200,000	INC PROF SERV DEV INSPECTION
2		3620250	1412	362000CE-36BUDGET-36REV-36GENERAL		INC	\$ 200,000	INC TIME AND MATERIALS REVENUE
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								

<div>JOE HARN, C.P.A. AUDITOR / CONTROLLER</div> <div>DATE</div>		APPROVED AND SO ORDERED THAT THE ABOVE TRANSFERS BE MADE (AS REQUESTED OR AMMENDED) AND INCORPORATED IN THE MINUTES OF THIS MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO
<div>CHIEF ADMINISTRATIVE OFFICE - ANALYST</div> <div>DATE</div>		
<div>CHIEF ADMINISTRATIVE OFFICER</div> <div>DATE</div>		
		<div>SIGNATURE: CHAIR, BOARD OF SUPERVISORS</div> <div>DATE</div>
		<div>ATTEST: CLERK, BOARD OF SUPERVISORS</div> <div>DATE</div>

MEMO SHEET: BUDGET TRANSFER INFORMATION

Department Name*	Department of Transportation	Budget Transfer Type:	Transfer 1: BoS Approval
Clerk*	Stephanie Lisius	Document total*	\$ 400,000
Contact phone*	5851		

BUDGET TRANSFER HEADER

Prepared date*	12/05/25	Check Applicable* <input checked="" type="checkbox"/> One Time (after Adopted Budget) <input type="checkbox"/> Continuing (include in the Adopted Budget)
Fiscal year	25/26	
Short Description* (10 characters)	INCPROFSRV	
	Legistar Item Number*	25-2064 01/13/26
* REQUIRED FIELDS	Project Strings Required	Yes

By signing this memo I hereby certify that:

1. information herein is true and accurate to the best of my knowledge, 2. I have been delegated signature authority in accordance with County's policies and procedures and 3. all transfers approved on this journal are in compliance with County policies and procedures and any other relevant governmental regulations.

Authorized signature*


Madeleine Morton
Rafael Martinez (Dec 8, 2025 12:45:39 PST)

BUDGET TRANSFER JUSTIFICATION AND DESCRIPTION* (will be scanned into FENIX TCM)

The Department of Transportation, Fairlane Engineer Division, Transportation Planning & Land Development Group (Transportation) is requesting an adjustment of the FY 25/26 budget to increase appropriations in Professional Services by \$200,000, offset by an increase in Time and Materials Development Projects revenues.

In service of developer-driven projects throughout the County, Transportation provides ongoing site inspection services to ensure that projects are constructed safely and to meet County and State standards. While the majority of this work is completed by Transportation staff, workload fluctuations due to seasonal development cycles and developer timelines occasionally requires the additional services of outside consultants to provide sufficient oversight. The work completed by consultants is billable to the projects' owners/developers through the County Engineer project tracking system.

During the Summer 2025 construction season, Transportation discovered a greater need for outside consultants than anticipated. The requested budget transfer increases the Professional Services budget to allow for additional consultant support in the second half of the fiscal year (Spring 2026), and increases revenues proportionately to reflect the billable nature of the work.

FOR AUDITOR'S OFFICE USE ONLY

Audit date:	_____	Budget Transfer number:	_____
Audited by:	_____	Interfaced by:	_____
		Processed on:	_____









25-2064 Budget Transfer CE Consultant

Final Audit Report

2025-12-08

Created:	2025-12-05
By:	Stephanie Lisius (stephanie.lisius@edcgov.us)
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"25-2064 Budget Transfer CE Consultant" History

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