

**MEMO SHEET: BUDGET TRANSFER INFORMATION**

<b>Department Name*</b>	Department of Transportation	<b>Budget Transfer Type:</b>	<b>Transfer 1: BoS Approval</b>
<b>Clerk*</b>	Chase Hilbert	<b>Document total*</b>	<b>\$ 3,515,417</b>
<b>Contact phone*</b>	5907		

**BUDGET TRANSFER HEADER**

<b>Prepared date*</b>	04/03/26	<b>Check Applicable*</b>	<input checked="" type="checkbox"/> One Time (after Adopted Budget)
<b>Fiscal year</b>	25/26		<input type="checkbox"/> Continuing (include in the Adopted Budget)
<b>Short Description*</b> <small>(10 characters)</small>	CIPXFER		
		<b>Legistar Item Number*</b>	26-0647 4/21/2026
<b>* REQUIRED FIELDS</b>		<b>Project Strings Required:</b>	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\***

 Rafael Martinez (Apr 8, 2026 08:55:44 PDT)	 Sue Phillips (Apr 7, 2026 20:18:20 PDT)	 Becky Morton (Apr 7, 2026 16:44:51 PDT)
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**BUDGET TRANSFER JUSTIFICATION AND DESCRIPTION\*** (will be scanned into FENIX TCM)

On July, 2025, Item 29, Legistar 25-0504, the Board adopted the 2025 Capital Improvement Program (CIP). The CIP is the long-range plan for all Department of Transportation (Transportation) individual capital improvement projects, including cost estimates, schedules, and funding sources. It provides strategic direction for capital projects over a current year, 5-, 10- and 20-year horizon. The CIP is used as a planning tool and is updated annually as new information becomes available regarding Board priorities, funding sources, project cost estimates, and timing. During the year, changes to the projects in the CIP are inevitable due to inflation, scope changes, and the programming of new funding.

This budget transfer adjusts for an accounting error on budget transfer 26-0327. The net changes to the budget are as stated in item 26-0647.

**FOR AUDITOR'S OFFICE USE ONLY**

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

<b>AUDITOR / CONTROLLER'S USE</b>		EL DORADO COUNTY APPROPRIATION TRANSFER ( 29125 GOV. CODE )		<b>BUDGET TRANSFER REQUEST</b>		<b>DOCUMENT TOTAL</b>	<b>\$3,515,416.88</b>		
TRANSFER #		<b>BUDGET TRANSFER #1 - INCREASING TOTAL APPROPRIATIONS, REVENUES, OR FIXED ASSETS REQUIRES BOS APPROVAL</b>  <b>BUDGET TRANSFER #2 - MOVING APPROPRIATIONS or REVENUE BETWEEN CLASSIFICATIONS REQUIRES CAO APPROVAL</b>		NUMBER OF LINES		<b>8</b>			
JOURNAL #				NET TOTAL		<b>\$0.00</b>			
DATE									
INPUT BY									
<b>TO BE COMPLETED BY DEPARTMENT</b>				<b>Budget Transfer Type:</b>		Transfer 1: BoS Approval			
DEPT NAME		Department of Transportation		<b>Legistar Number &amp; Date:</b>		26-0647 4/21/2026			
DEPT CONTACT & EXT.		Chase Hilbert X 5907		 <a href="#">Rafael Martinez (Apr 8, 2026 08:55:44 PDT)</a>		 <a href="#">Sue Phillips (Apr 7, 2026 20:18:20 PDT)</a>			
				DEPARTMENT AUTHORIZATION SIGNATURE AND DATE		4/3/2026			
						PAGE 1 OF 1			

**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				SEE IMPORT FILE				
2								
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								

<p>_____</p> <p style="text-align: center;">JOE HARN, C.P.A. AUDITOR / CONTROLLER      DATE</p> <p>_____</p> <p style="text-align: center;">CHIEF ADMINISTRATIVE OFFICE - ANALYST      DATE</p> <p>_____</p> <p style="text-align: center;">CHIEF ADMINISTRATIVE OFFICER      DATE</p>	<p style="text-align: center;">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</p> <p>_____</p> <p style="text-align: center;">SIGNATURE: CHAIR, BOARD OF SUPERVISORS      DATE</p> <p>_____</p> <p style="text-align: center;">ATTEST: CLERK, BOARD OF SUPERVISORS      DATE</p>
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