



AUDITOR / CONTROLLER'S USE		EL DORADO COUNTY APPROPRIATION TRANSFER (29125 GOV. CODE)		DOCUMENT TOTAL		\$8,000.00					
TRANSFER #		BUDGET TRANSFER REQUEST				NUMBER OF LINES		4			
JOURNAL #						BUDGET TRANSFER #1 - INCREASING TOTAL APPROPRIATIONS, REVENUES, OR FIXED ASSETS REQUIRES BOS APPROVAL		NET TOTAL		\$0.00	
DATE						BUDGET TRANSFER #2 - MOVING APPROPRIATIONS or REVENUE BETWEEN CLASSIFICATIONS REQUIRES CAO APPROVAL					
INPUT BY											
TO BE COMPLETED BY DEPARTMENT				Budget Transfer Type:		Transfer 1: BoS Approval					
DEPT NAME		Planning & Building		Legistar Number & Date:		26-0931 6/23/2026					
DEPT CONTACT & EXT.		SARAH BEAL X5607		 Madeline Morton  Karla Garner (May 26, 2025 16:27:43 PDT)		5/21/2026		PAGE 1 OF 1			
						DEPARTMENT AUTHORIZATION SIGNATURE AND DATE		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	37015	3770735	7000	N/A		INC	\$ 2,000	FY 25-26 INC OPER XFERS OUT
2		3770735	1412	N/A		INC	\$ 2,000	FY 25-26 INC TIME & MATERIALS
3		3710100	2020	37100000 -37BUDGET		INC	\$ 2,000	FY 25-26 INC OPER XFERS IN
4	37400	3710100	4300	37100000 -37BUDGET		INC	\$ 2,000	FY 25-26 INC PROF SRVS
5								
6								
7								
8								
9								
10								
11								
12								

_____ JOE HARN, C.P.A. AUDITOR / CONTROLLER DATE		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			
_____ CHIEF ADMINISTRATIVE OFFICE - ANALYST DATE				_____ SIGNATURE: CHAIR, BOARD OF SUPERVISORS DATE	
_____ CHIEF ADMINISTRATIVE OFFICER DATE				_____ ATTEST: CLERK, BOARD OF SUPERVISORS DATE	

S:\APFORMS\BUDGET TRANSFER 2.XLS

DISTRIBUTION: WHITE - BOS / YELLOW - AUDITOR / PINK - CHIEF ADMINISTRATIVE OFFICE / GOLD - DEPARTMENT

MEMO SHEET: BUDGET TRANSFER INFORMATION

Department Name*	Planning & Building	Budget Transfer Type:	Transfer 1: BoS Approval
Clerk*	Sarah Beal	Document total*	\$ 8,000
Contact phone*	5607		

BUDGET TRANSFER HEADER

Prepared date*	05/21/26	Check Applicable* <input checked="" type="checkbox"/> One Time (after Adopted Budget) <input type="checkbox"/> Continuing (include in the Adopted Budget)	
Fiscal year	FY 25/26		
Short Description* <small>(10 characters)</small>	INCGRADING		
		Legistrar Item Number*	26-0931 6/23/2026

* REQUIRED FIELDS


Project Strings Required:	Yes
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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


Karen Garner (May 26, 2026 16:27:43 PDT)

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

Planning and Building Department, Building Division (Building), receives revenue from Time & Materials Development Projects (T&M Projects) due to the work for the permits being completed by Building. Developers hold monies on deposit which are drawn down as projects are complete. The FY 2025-26 Budget estimated this revenue from drawdowns at \$1,000, but the revenues drawn down for them on T&M Projects are higher than budgeted. An additional \$2,000 is projected to be received and the revised budgeted amount will be \$3,000. This budget amendment will allow the additional revenue received to be transferred to Building.

FOR AUDITOR'S OFFICE USE ONLY

Audit date: _____
Audited by: _____

Budget Transfer number: _____
Interfaced by: _____
Processed on: _____









Building T&M Budget Transfer

Final Audit Report

2026-05-26

Created:	2026-05-21
By:	Sarah Beal (Sarah.Beal@edcgov.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAPqGkOJeTB5WrNWQ2wu2Oopr4yMzbKw1O

"Building T&M Budget Transfer" History

-  Document created by Sarah Beal (Sarah.Beal@edcgov.us)
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