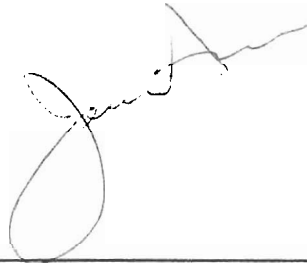




# MEMORANDUM - El Dorado County Library

Date: December 11, 2006  
To: Board of Supervisors  
From: Jeanne Amos, Library Director  
Subject: Library Budget Transfer Request



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## **Recommendation:**

Library recommending the Board approve the attached Budget Transfer Request to correct a clerical error in the Library budget.

## **Reason for Recommendation:**

A clerical error was made in the input of the FY06/07 Georgetown Library CSA budget. An appropriation of \$7,500 was budgeted to lease administration, instead of an appropriation for contingency, as intended.

## **Fiscal Impact:**

Decrease appropriation to lease administration by \$7,500, increase appropriation to contingency by \$7,500. There is no change in net county cost.

## **Action to be Taken Upon Approval:**

1. Chairman to sign Budget Transfer Request.
2. Auditor to process Budget Transfer

**AUDITOR / CONTROLLER'S USE**

TRANSFER # 27096

DATE

CODE BY

EL DORADO COUNTY APPROPRIATION TRANSFER ( 29130 GOV. CODE )

**BUDGET TRANSFER REQUEST #1**

**TO BE COMPLETED BY THE DEPARTMENT**

DOCUMENT TOTAL 15,000.00

NUMBER OF LINES 2

TRANSACTION CODE TOTAL\* 23

Library

DEPARTMENT OR AGENCY NAME

12/07/2006

DATE

*Jean Amos* x5546

DEPARTMENT AUTHORIZATION SIGNATURE AND PHONE NUMBER

COMPLETE THE INFORMATION BELOW WITH JUSTIFICATION NARRATIVE OR ATTACH A MEMO.  
 REMOVE THE GOLD COPY AND SUBMIT COMPLETE REQUEST TO THE AUDITOR / CONTROLLER'S OFFICE.  
 A BUDGET TRANSFER MUST BE AT LEAST TWO LINES, NOT EXCEED TWENTY-SIX LINES AND USE AN "ODD AND EVEN" NUMBERED TRANSACTION CODE\*  
 \* 002 = INCREASE ESTIMATED REVENUE \* 011 = INCREASE IN APPROPRIATION / BOS APPROVED  
 \* 003 = DECREASE ESTIMATED REVENUE \* 012 = DECREASE IN APPROPRIATION / BOS APPROVED

X	TRANS CODE NO.*	INDEX CODE NUMBER	SUB OBJECT NUMBER	USER CODE NUMBER	AMOUNT	DESCRIPTION (50 CHARACTERS MAX.)
1	012	605400	7226		7,500.00	FY06/07 Bud Rev GT correct lease admin to contingency
2	011	605400	7300		7,500.00	FY06/07 Bud Rev GT correct lease admin to contingency
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						

REVIEWED FOR FORMAT BY *Bob Toscano for Joe Harn* 12/8/06

JOE HARN, C.P.A. AUDITOR / CONTROLLER DATE

APPROVED AND SO ORDERED THAT THE ABOVE TRANSFERS BE MADE (AS REQUESTED OR AMENDED) AND INCORPORATED IN THE MINUTES OF THIS MEETING OF THE BOARD OF SUPERVISORS OF THE COUNTY OF EL DORADO

*Aime Schwartz* 1/4/07 2:02 PM 8-32090

CHIEF ADMINISTRATIVE OFFICE - ANALYST DATE

SIGNATURE: CHAIRMAN, BOARD OF SUPERVISORS DATE

*Laure A. Greel* 1/8/07

CHIEF ADMINISTRATIVE OFFICE DATE

ATTEST: CLERK, BOARD OF SUPERVISORS