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| AUDITOR / CONTROLLER'S USE | | EL DORADO COUNTY APPROPRIATION TRANSFER (29125 GOV. CODE) | | | |
| TRANSFER # | | BUDGET TRANSFER REQUEST | | DOCUMENT TOTAL | \$80,000.00 |
| JOURNAL # | | | | NUMBER OF LINES | 4 |
| DATE | | | | NET TOTAL | \$0.00 |
| INPUT BY | | | | | |
| TO BE COMPLETED BY DEPARTMENT | | Budget Transfer Type: | Transfer 1: BoS Approval | | |
| DEPT NAME | Planning and Building | Legistar Number & Date: | 25-1216 07/22/25 | | |
| DEPT CONTACT & EXT. | Stephanie Lisius X 5851 |  <u>Karen L. Garner</u> <small>Karen L. Garner (Jul 3, 2025 08:20 PDT)</small> | | 7/1/2025 | 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 | 37O58 | 3770758 | 7000 | | | INC | \$ 20,000 | INC OPERATING XFER OUT CASP |
| 2 | 37V67 | 3770758 | 7700 | | | DEC | \$ 20,000 | DEC CONTINGENCY |
| 3 | | 3710100 | 2020 | 37100000-37BUDGET | | INC | \$ 20,000 | INC OPERATING XFER IN CASP |
| 4 | | 3710100 | 0220 | 37100000-37BUDGET | | DEC | \$ 20,000 | DEC PERMIT CONSTRUCTION |
| 5 | | | | | | | | |
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| _____ 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 | | |
| _____ CHIEF ADMINISTRATIVE OFFICER DATE | | |
| | | _____ SIGNATURE: CHAIR, BOARD OF SUPERVISORS DATE |
| | | _____ ATTEST: CLERK, BOARD OF SUPERVISORS DATE |

MEMO SHEET: BUDGET TRANSFER INFORMATION

| | | | |
|------------------|-----------------------|-----------------------|--------------------------|
| Department Name* | Planning and Building | Budget Transfer Type: | Transfer 1: BoS Approval |
| Clerk* | Stephanie Lisius | Document total* | \$ 80,000 |
| Contact phone* | 5851 | | |

BUDGET TRANSFER HEADER

| | | | |
|---------------------------------------|-----------|---|------------------|
| Prepared date* | 07/01/25 | Check Applicable* <input checked="" type="checkbox"/> One Time (after Adopted Budget) <input type="checkbox"/> Continuing (include in the Adopted Budget) | |
| Fiscal year | 24/25 | | |
| Short Description* (10 characters) | OPXFERINC | | |
| | | Legistar Item Number* | 25-1216 07/22/25 |
| * 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.

| | |
|--|---|
|  MM | Authorized signature*  Karen L. Garner (Jul 3, 2025 08:20 PDT) |
|--|---|

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

Planning and Building Department is requesting a budget transfer to increase the operating transfer from the Certified Access Specialist special revenue fund to the Building division. Funds are collected from business licenses to be used for costs associated with accessibility compliance. Building Division costs in Fiscal Year 24/25 were higher than anticipated and a budget transfer is necessary to fully reimburse Planning and Building.

FOR AUDITOR'S OFFICE USE ONLY

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










25-1216 CASP BT

Final Audit Report

2025-07-03

| | |
|-----------------|---|
| Created: | 2025-07-01 |
| By: | Stephanie Lisius (stephanie.lisius@edcgov.us) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAAUN2TySFBgz_60xVRwI5oO8I5v0uprBGL |

"25-1216 CASP BT" History

-  Document created by Stephanie Lisius (stephanie.lisius@edcgov.us)
2025-07-01 - 10:44:16 PM GMT- IP address: 207.104.47.251
-  Document emailed to Madeleine Morton (becky.morton@edcgov.us) for approval
2025-07-01 - 10:45:09 PM GMT
-  Email viewed by Madeleine Morton (becky.morton@edcgov.us)
2025-07-01 - 10:45:22 PM GMT- IP address: 34.205.153.192
-  Document approved by Madeleine Morton (becky.morton@edcgov.us)
Approval Date: 2025-07-03 - 3:06:43 PM GMT - Time Source: server- IP address: 207.104.47.251
-  Document emailed to Karen Garner (Karen.L.Garner@edcgov.us) for signature
2025-07-03 - 3:06:45 PM GMT
-  Email viewed by Karen Garner (Karen.L.Garner@edcgov.us)
2025-07-03 - 3:06:50 PM GMT- IP address: 50.16.176.231
-  Signer Karen Garner (Karen.L.Garner@edcgov.us) entered name at signing as Karen L. Garner
2025-07-03 - 3:20:27 PM GMT- IP address: 207.104.47.251
-  Document e-signed by Karen L. Garner (Karen.L.Garner@edcgov.us)
Signature Date: 2025-07-03 - 3:20:29 PM GMT - Time Source: server- IP address: 207.104.47.251
-  Agreement completed.
2025-07-03 - 3:20:29 PM GMT

