



AUDITOR / CONTROLLER'S USE		EL DORADO COUNTY APPROPRIATION TRANSFER (29125 GOV. CODE)		BUDGET TRANSFER REQUEST		DOCUMENT TOTAL	\$300,000.00		
TRANSFER #		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		NUMBER OF LINES		2			
JOURNAL #				NET TOTAL		\$0.00			
DATE									
INPUT BY									
TO BE COMPLETED BY DEPARTMENT		Budget Transfer Type:		Transfer 1: BoS Approval					
DEPT NAME	Department of Transportation	Legistar Number & Date:		22-1800 11/08/22					
DEPT CONTACT & EXT.	Stephanie Lisius X 5851	 <small>Stephanie Lisius</small>		 <small>Rafael Martinez</small>		10/6/2022	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		3620250	1412	362000CE-36BUDGET-36REV-36GENERAL		INC	\$ 150,000	INC T&M
2	36400	3620250	4300	362000CE-36BUDGET-36EXP-36GENERAL		INC	\$ 150,000	INC PROF SERVICE
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								

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

MEMO SHEET: BUDGET TRANSFER INFORMATION

Department Name*	Department of Transportation	Budget Transfer Type:	Transfer 1: BoS Approval
Clerk*	Stephanie Lisius	Document total*	\$ 300,000
Contact phone*	5851		

BUDGET TRANSFER HEADER

Prepared date*	10/06/22	Check Applicable* <input checked="" type="checkbox"/> One Time (after Adopted Budget) <input type="checkbox"/> Continuing (include in the Adopted Budget)
Fiscal year	22/23	
Short Description* <small>(10 characters)</small>	CEPROFSERV	
	Registrar Item Number*	22-1800 11/08/22

* 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.

 Stephanie Lisius	Authorized signature*  Rafael Martinez (Oct 10, 2022 10:51 PDT)
--	--

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

The Department of Transportation, County Engineer division (Transportation) is requesting an adjustment of the FY 22/23 budget to increase appropriations in Professional Services by \$150,000, offset by an increase in Time and Materials Development Projects revenues.

In service of developer-driven projects throughout the County, Transportation provides ongoing plan review and 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.

After preparation of the FY 22/23 budget, Transportation discovered a greater need for outside consultants than anticipated once the summer construction season began. The requested budget transfer increases the Professional Services budget to allow for additional consultant support, and increases revenues proportionately to reflect the billable nature of the work.

Signature: *LeAnn Scheuring*
Email: leann.scheuring@edcgov.us

Signature: *Becky Morton*
 Becky Morton (Oct 10, 2022 09:02 PDT)
Email: becky.morton@edcgov.us

FOR AUDITOR'S OFFICE USE ONLY

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












22-1800 CE Prof Serv

Final Audit Report

2022-10-10

Created:	2022-10-06
By:	Stephanie Lisius (stephanie.lisius@edcgov.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAiL3gbeWKA7QyjooSgmN7yiZGnud2QOZ4

"22-1800 CE Prof Serv" History

-  Document created by Stephanie Lisius (stephanie.lisius@edcgov.us)
2022-10-06 - 11:14:06 PM GMT- IP address: 207.104.47.251
-  Document emailed to LeeAnn Scheuring (leeann.scheuring@edcgov.us) for signature
2022-10-06 - 11:16:17 PM GMT
-  Email viewed by LeeAnn Scheuring (leeann.scheuring@edcgov.us)
2022-10-07 - 1:12:29 PM GMT- IP address: 207.104.47.251
-  Document e-signed by LeeAnn Scheuring (leeann.scheuring@edcgov.us)
Signature Date: 2022-10-07 - 1:14:00 PM GMT - Time Source: server- IP address: 207.104.47.251
-  Document emailed to Madeleine Morton (becky.morton@edcgov.us) for signature
2022-10-07 - 1:14:01 PM GMT
-  Email viewed by Madeleine Morton (becky.morton@edcgov.us)
2022-10-10 - 4:00:36 PM GMT- IP address: 207.104.47.251
-  Signer Madeleine Morton (becky.morton@edcgov.us) entered name at signing as Becky Morton
2022-10-10 - 4:02:45 PM GMT- IP address: 207.104.47.251
-  Document e-signed by Becky Morton (becky.morton@edcgov.us)
Signature Date: 2022-10-10 - 4:02:47 PM GMT - Time Source: server- IP address: 207.104.47.251
-  Document emailed to Rafael Martinez (rafael.martinez@edcgov.us) for signature
2022-10-10 - 4:02:48 PM GMT
-  Email viewed by Rafael Martinez (rafael.martinez@edcgov.us)
2022-10-10 - 5:12:34 PM GMT- IP address: 207.104.47.251
-  Document e-signed by Rafael Martinez (rafael.martinez@edcgov.us)
Signature Date: 2022-10-10 - 5:51:42 PM GMT - Time Source: server- IP address: 207.104.47.251

✔ Agreement completed.

2022-10-10 - 5:51:42 PM GMT