

## MEMO SHEET: BUDGET TRANSFER INFORMATION

Department Name*	PLANNING AND BUILDING	Budget Transfer Type:	Transfer 1: BoS Approval
Clerk*	Matthew Wiesner	Document total*	\$ 160,000
Contact phone*	7597		

## BUDGET TRANSFER HEADER


Prepared date*	07/08/25	Check Applicable* <input checked="" type="checkbox"/> One Time (after Adopted Budget) <input checked="" type="checkbox"/> Continuing (include in the Adopted Budget)	
Fiscal year	24/25		
Short Description* (10 characters)	OPXFRPLHA		
		Legistar Item Number*	25-1251 - 7/22/25
* REQUIRED FIELDS		Project Strings Required:	No

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 L. Garner (Jul 8, 2025 11:43 PDT)

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


The Board adopted Resolution 155-2023 to authorize submittal of a 2022 PLHA project application for an allocation of up to \$3,150,000 of the PHLA Program funds for an acquisition loan to the development partnership of the Diamond Village Apartments, an 81-unit affordable multifamily workforce housing development in Diamond Springs

\$3,000,000 was provided to the developer in the form of a loan with the Housing Unit. Additionally, a Special Revenue account was created to deposit \$150,000 of the grant funds for County costs associated with administering, monitoring and compliance relating to the project.

This transfer will allow for funds from the Special Revenue account to be transferred over into the Housing Unit Organization to cover the expenses incurred for administering, monitoring, and compliance for the grant. Additionally, there was work completed by County Counsel related to the procurement of this grant and the expenditures incurred by County Counsel need to be reimbursed by the Planning and Building Department.

## FOR AUDITOR'S OFFICE USE ONLY

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

AUDITOR / CONTROLLER'S USE		EL DORADO COUNTY APPROPRIATION TRANSFER ( 29125 GOV. CODE )			
TRANSFER #		<b>BUDGET TRANSFER REQUEST</b>		DOCUMENT TOTAL	\$160,000.00
JOURNAL #				NUMBER OF LINES	5
DATE				NET TOTAL	\$0.00
INPUT BY					
		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			
TO BE COMPLETED BY DEPARTMENT					
DEPT NAME	PLANNING AND BUILDING				
		Budget Transfer Type:	Transfer 1: BoS Approval		
		Legistar Number & Date:	25-1251 - 7/22/25		
DEPT CONTACT & EXT.		Matthew Wiesner x7597			
		 Karen L. Garner (Jul 8, 2025 11:43 PDT)		7/8/2025	PAGE 1 OF 1
		DEPARTMENT AUTHORIZATION SIGNATURE AND DATE		DATE	
<b>DIRECTIONS:</b> 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	37Q55	3735355	7250			INC	\$ 40,000	INC: INTRAFND: NOT GF
2	37v55	3735355	7700			DEC	\$ 40,000	DEC: APPROP FOR CONTING
3	37R80	3735350	7380	37350000-37BUDGET		DEC	\$ 40,000	INC: INTRAFND: NOT GF
4	37580	3735350	5310	37350000-37BUDGET	CC	INC	\$ 20,000	INC: COUNTY COUNSEL
5	37480	3735350	4300	37350000-37BUDGET		INC	\$ 20,000	DEC: PROFF & SPCL SRVS
6								
7								
8								
9								
10								

_____ 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	

S:\APFORMS\BUDGET TRANSFER 2.XLS










# 25-1251 BUDGET TRANSFER

Final Audit Report

2025-07-08

Created:	2025-07-08
By:	Matthew Wiesner (Matthew.Wiesner@edcgov.us)
Status:	Signed
Transaction ID:	CBJCHBCAABAAAreFWbMKUxF5DReje99UNRWWYkRvi7he

## "25-1251 BUDGET TRANSFER" History

-  Document created by Matthew Wiesner (Matthew.Wiesner@edcgov.us)  
2025-07-08 - 6:23:56 PM GMT- IP address: 207.104.47.251
-  Document emailed to Madeleine Morton (becky.morton@edcgov.us) for signature  
2025-07-08 - 6:25:31 PM GMT
-  Email viewed by Madeleine Morton (becky.morton@edcgov.us)  
2025-07-08 - 6:25:46 PM GMT- IP address: 34.202.38.100
-  Document e-signed by Madeleine Morton (becky.morton@edcgov.us)  
Signature Date: 2025-07-08 - 6:38:33 PM GMT - Time Source: server- IP address: 166.198.34.83
-  Document emailed to Karen Garner (Karen.L.Garner@edcgov.us) for signature  
2025-07-08 - 6:38:36 PM GMT
-  Email viewed by Karen Garner (Karen.L.Garner@edcgov.us)  
2025-07-08 - 6:38:48 PM GMT- IP address: 34.224.138.214
-  Signer Karen Garner (Karen.L.Garner@edcgov.us) entered name at signing as Karen L. Garner  
2025-07-08 - 6:43:54 PM GMT- IP address: 207.104.47.251
-  Document e-signed by Karen L. Garner (Karen.L.Garner@edcgov.us)  
Signature Date: 2025-07-08 - 6:43:56 PM GMT - Time Source: server- IP address: 207.104.47.251
-  Agreement completed.  
2025-07-08 - 6:43:56 PM GMT

