

AUDITOR / CONTROLLER'S USE	
TRANSFER #	
DATE	
CODE BY	

EL DORADO COUNTY APPROPRIATION TRANSFER (29130 GOV. CODE)  
**BUDGET TRANSFER REQUEST # 1**

TO BE COMPLETED BY THE DEPARTMENT	
DOCUMENT TOTAL	41,972,625.86
NUMBER OF LINES	57
TRANSACTION CODE TOTAL *	340

CAO  
 DEPARTMENT OR AGENCY NAME

9-5-12  
 DATE

*Laura Schwartz*  
 DEPARTMENT AUTHORIZATION SIGNATURE AND PHONE NUMBER

COMPLETE THE INFORMATION BELOW, WITH JUSTIFICATION NARRATIVE OR ATTACH A MEMO.  
 REMOVE THE GOLD COPY AND SUBMIT COMPLETED REQUEST TO THE AUDITOR / CONTROLLER'S OFFICE.  
 A BUDGET TRANSFER REQUEST MUST BE AT LEAST TWO LINES, NOT EXCEED TWENTY SIX LINES, AND USE AN "ODD AND EVEN" NUMBERED TRANSACTION CODE \*

- \* 002 = INCREASE ESTIMATED REVENUE
- \* 003 = DECREASE ESTIMATED REVENUE
- \* 011 = INCREASE IN APPROPRIATION / BOS APPROVED
- \* 012 = DECREASE IN APPROPRIATION / BOS APPROVED

LINE	TRANS CODE	INDEX CODE NUMBER	SUBJECT NUMBER	APPROPRIATION NUMBER	AMOUNT	DESCRIPTION (20 CHARACTERS MAX)
1						
2						
3						
4						
5						
6						
7						
8						
9						
10						
11						
12						
13						
14						
15						

*See attached interface*

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

REVIEWED FOR FORMAT BY  
 \_\_\_\_\_  
 JOE HARN, C.P.A. AUDITOR / CONTROLLER      DATE  
 \_\_\_\_\_  
 CHIEF ADMINISTRATIVE OFFICE - ANALYST      DATE  
 \_\_\_\_\_  
 CHIEF ADMINISTRATIVE OFFICE      DATE

\_\_\_\_\_  
 SIGNATURE: CHAIRMAN, BOARD OF SUPERVISORS      DATE  
 \_\_\_\_\_  
 ATTEST: CLERK, BOARD OF SUPERVISORS

**Budget Interface**

**Fiscal Period: FY 12-13**

<b>Department Name:</b>		<b>Record:</b>		
<b>Date:</b> 09/06/12		Number	Interfaced By	Batch Date
<b>Prepared By:</b> Laura Schwartz		<b>Copy:</b>		
<b>Contact Phone (ext):</b> 6451		Copied By	Copy Date	
<b>Authorized By:</b>		<b>Scan:</b>		
<b>File Name:</b>		Scanned By	Scan Date	
<b>Document Total:</b> 41,972,625.86		<b>Audit:</b>		

Line Num	Trans Code	Index Code	Sub - Object	User Code	DR Amount	CR Amount	DESCRIPTION (UP TO 50 CHARACTERS)
1	003	7777004	0001			365,328.95	FY 12-13 Bud Rev GC 30025 Update - Juv Justice
2	002	7777004	0880		57,258.00		FY 12-13 Bud Rev GC 30025 Update - Juv Justice
3	002	7777250	0880		308,070.95		FY 12-13 Bud Rev GC 30025 Update - Juv Justice
4	002	7777250	2020		192,139.05		FY 12-13 Bud Rev GC 30025 Update - Juv Justice
5	012	7777004	7000		308,070.95		FY 12-13 Bud Rev GC 30025 Update - Juv Justice
6	011	7777250	7000			500,210.00	FY 12-13 Bud Rev GC 30025 Update - Juv Justice
7	002	7777003	0001		41,150.84		FY 12-13 Bud Rev GC 30025 Update - DA/PD Sub Account
8	002	7777003	0880		2,246.00		FY 12-13 Bud Rev GC 30025 Update - DA/PD Sub Account
9	011	7777003	7000			43,396.84	FY 12-13 Bud Rev GC 30025 Update - DA/PD Sub Account
10	002	7777240	2020		43,396.84		FY 12-13 Bud Rev GC 30025 Update - DA/PD Sub Account
11	011	7777240	7000			43,396.84	FY 12-13 Bud Rev GC 30025 Update - DA/PD Sub Account
12	002	7777240	0880		43,000.00		FY 12-13 Bud Rev GC 30025 Update - DA/PD Sub Account
13	011	7777240	7000			43,000.00	FY 12-13 Bud Rev GC 30025 Update - DA/PD Sub Account
14	002	220210	2020		43,198.42		FY 12-13 Bud Rev GC 30025 Update - DA/PD Sub Account
15	011	220210	4501			43,198.42	FY 12-13 Bud Rev GC 30025 Update - DA/PD Sub Account
16	002	231000	2020		43,198.42		FY 12-13 Bud Rev GC 30025 Update - DA/PD Sub Account
17	011	231000	4501			43,198.42	FY 12-13 Bud Rev GC 30025 Update - DA/PD Sub Account
18	002	7777005	0001		19,966.19		FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs
19	011	7777005	7000			19,966.19	FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs
20	002	7777120	2020		19,966.19		FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs
21	011	7777120	7000			19,966.19	FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs
22	002	404131	2020		19,966.19		FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs
23	011	404131	4500			19,966.19	FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs
24	003	7777005	0680			553,075.00	FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs
25	002	7777120	0680		553,075.00		FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs
26	012	7777005	7000		553,075.00		FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs
27	011	7777120	7000			553,075.00	FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs
28	002	7777001	0001		802,899.37		FY 12-13 Bud Rev GC 30025 Update - Community Correction
29	011	7777001	7000			802,899.37	FY 12-13 Bud Rev GC 30025 Update - Community Correction
30	002	7777230	2020		802,899.37		FY 12-13 Bud Rev GC 30025 Update - Community Correction
31	011	7777230	7700			802,899.37	FY 12-13 Bud Rev GC 30025 Update - Community Correction
32	003	7777001	0880			1,353,020.00	FY 12-13 Bud Rev GC 30025 Update - Community Correction
33	002	7777230	0880		1,353,020.00		FY 12-13 Bud Rev GC 30025 Update - Community Correction
34	012	7777001	7000		1,353,020.00		FY 12-13 Bud Rev GC 30025 Update - Community Correction
35	002	7777230	2020		167,422.00		FY 12-13 Bud Rev GC 30025 Update - Community Correction
36	011	7777230	7000			1,520,442.00	FY 12-13 Bud Rev GC 30025 Update - Community Correction
37	002	7777002	0001		622,701.05		FY 12-13 Bud Rev GC 30025 Update - Trial Court Security
38	011	7777002	7000			622,701.05	FY 12-13 Bud Rev GC 30025 Update - Trial Court Security
39	002	7777210	2020		622,701.05		FY 12-13 Bud Rev GC 30025 Update - Trial Court Security
40	011	7777210	7000			622,701.05	FY 12-13 Bud Rev GC 30025 Update - Trial Court Security
41	002	243311	2020		622,701.05		FY 12-13 Bud Rev GC 30025 Update - Trial Court Security
42	011	243311	3000			622,701.05	FY 12-13 Bud Rev GC 30025 Update - Trial Court Security
43	003	7777002	0880			2,370,613.00	FY 12-13 Bud Rev GC 30025 Update - Trial Court Security
44	002	7777210	0880		2,370,613.00		FY 12-13 Bud Rev GC 30025 Update - Trial Court Security
45	002	7777210	2020		55,056.00		FY 12-13 Bud Rev GC 30025 Update - Trial Court Security
46	012	7777002	7000		2,370,613.00		FY 12-13 Bud Rev GC 30025 Update - Trial Court Security
47	011	7777210	7000			2,425,669.00	FY 12-13 Bud Rev GC 30025 Update - Trial Court Security
48	002	7777005	0880		1,544,023.00		FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs
49	011	7777005	7000			1,544,023.00	FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs
50	002	7777110	2020		1,544,023.00		FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs
51	011	7777110	7000			1,544,023.00	FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs
52	002	530400	2020		1,544,023.00		FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs
53	003	530400	0603			1,411,578.00	FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs
54	003	530400	0604			1,613,855.00	FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs
55	002	530400	2020		1,481,410.00		FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs
56	002	7777110	0880		1,481,410.00		FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs
57	011	7777110	7000			1,481,410.00	FY 12-13 Bud Rev GC 30025 Update - Health & Human Svcs

Totals 20,986,312.93 20,986,312.93

(If you need more lines, insert additional rows.)

***El Dorado County***  
***Journal Entry Request Form***

**To be completed and attached to all Journal requests**

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**TO:** Deputy Auditor  
Auditor-Controller's Office

**FROM:** Laura Schwartz

**DEPT:** Chief Administrative Office

**SUBJECT:** Request to process attached budget transfer

**Detailed description and justification of attached journal:**

**Lines 1-6**

**Close out 7777004**

Fund Balance = \$134,881.05 (This was erroneously budgeted as \$500,210)

FY 12/13 Budgeted Revenue = \$0 (Should be \$365,328.95)

FY 12/13 Actual revenue = \$57,258

Line 1 – Decreases fund balance to actual

Line 2 – Increases FY 12/13 revenue to actual

Line 3 – Increases FY 12/13 revenue in new fund (less FY 12/13 actual which will come in as Operating Transfer 2020)

Line 4 – Increases Operating Transfer in from old to new fund of actual revenues received as of 9/4 plus fund balance ( $\$57,258 + \$134,881.05 = \$192,139.05$ )

Line 5 – Decreases Operating Transfer out in old fund (leaves \$192,139.05 in old fund to allow for transfer of cash, fund balance and revenues received to date)

Line 6 – Increases Operating Transfer out in new fund (no changes necessary in operating index as \$500,210 was already budgeted)

**Lines 7-17**

**Close out 7777003**

Fund balance = \$41,150.84

FY 12/13 Actual revenue = \$2,245.05

Line 7 – Increases use of fund balance in old fund

Line 8 – Increases budgeted revenues to = actual (rounded to \$2,246) in old fund

Line 9 – Increases operating transfer out in old fund to cover fund balance and actual revenue

Line 10 – Increase operating transfer in to new fund

Line 11 – Increase operating transfer out in new fund

Line 12 – Increases current year budgeted revenue in new fund

Line 13 – Increases operating transfer out in new fund

Lines 14-17 – Increases operating transfers in operating index codes to balance. Based on 50/50 split between DA and Public Defender

**Lines 18-27**

**Close out 7777005**

Fund balance = \$19,966.19

FY 12/13 Actual revenue = \$0

Line 18-19 – Increase fund balance and operating transfer out of old fund to allow transfer of cash

Lines 20-23 – Establish operating transfer in and out in new funds. These are all Behavioral Health funds

Lines 24-27 – Decreases FY 12/13 budget in old fund and moves to new fund. No changes required to operating index as total operating transfer in remains the same at \$553,075

**Lines 28-36**

**Close out 7777001**

Fund balance = \$802,899.37

FY 12/13 actual revenue = \$167,421.08

Lines 28-29 – Increase fund balance and operating transfer in old fund to include total fund balance

Lines 30-31 – Increase operating transfer in to new fund and increase contingency. Per Greg Sly, there is not an approved plan to spend this fund balance, therefore it needs to remain in contingency. A separate budget transfer will be brought to the Board if/when the use of these funds is determined.

Lines 32-33 – Moves remaining anticipated FY 12/13 revenue budget from old fund to new fund (\$1,520,440 less actual revenues of \$167,422 = \$1,353,020)

Line 34 – Reduces operating transfer in old fund for revenues not received

Line 35 – Increases operating transfer in new fund of FY 12/13 revenue received to date in old fund

Line 36 – Increases operating transfer out in new fund to balance. No changes required in operating index codes as \$1,520,442 is already budgeted in various 2020

**Lines 37-47**

**Close out 7777002**

Fund balance = \$622,701.05

FY 12/13 actual revenues = \$50,055.03

Lines 37-40 – Increases use of fund balance and operating transfer in old account, increases operating transfer in and operating transfer out in new account

Lines 41-42 – Increases operating transfer in and salary appropriation in operating index codes based on fund balance

Line 43 – Decreases current year revenues in old account (budget of \$2,425,669 less actual revenue received of \$50,056 (rounded up))

Line 44-45 – Increases operating transfer in to new fund to move actual FY 12/13 revenues received in old fund and remaining FY 12/13 estimated revenues

Line 46 – Reduces operating transfer out in old fund

Line 47 – Increases operating transfer out in new fund. No changes required in operating index codes as \$2,425,669 is already budgeted.