

AUDITOR / CONTROLLER'S USE	
TRANSFER #	
JOURNAL #	
DATE	
INPUT BY	

EL DORADO COUNTY APPROPRIATION TRANSFER ( 29125 GOV. CODE )

## BUDGET TRANSFER REQUEST

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

Budget Transfer Type:	Transfer 1: BoS Approval
Legistar Number & Date:	26-0841 05/12/26

DOCUMENT TOTAL	\$60,000.00
NUMBER OF LINES	2
NET TOTAL	\$0.00
5/6/2026	
DATE	PAGE 1 OF 1

TO BE COMPLETED BY DEPARTMENT	
DEPT NAME	CAO
DEPT CONTACT & EXT.	Alison Winter x6765

*Alison Winter* 5/15/26  
DEPARTMENT AUTHORIZATION SIGNATURE AND 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		2100000	4462			INC	\$ 30,000	INC GRAND JURY LAPTOPS
2		1560600	0003			INC	\$ 30,000	INCR USE OF DESIGN 338 IT INFR
3								
4								
5								
6								
7								
8								
9								
10								
11								
12								

_____	JOE HARN, C.P.A. AUDITOR / CONTROLLER	DATE
_____	CHIEF ADMINISTRATIVE OFFICE - ANALYST	DATE
_____	CHIEF ADMINISTRATIVE OFFICER	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

_____	SIGNATURE: CHAIR, BOARD OF SUPERVISORS	DATE
_____	ATTEST: CLERK, BOARD OF SUPERVISORS	DATE

**MEMO SHEET: BUDGET TRANSFER INFORMATION**

Department Name*	CAO	Budget Transfer Type:	Transfer 1: BoS Approval
Clerk*	Alison Winter	Document total*	\$ 60,000
Contact phone*	x6765		

**BUDGET TRANSFER HEADER**

Prepared date*	05/06/26	Check Applicable* <input checked="" type="checkbox"/> One Time (after Adopted Budget) <input type="checkbox"/> Continuing (include in the Adopted Budget)
Fiscal year	2025-26	
Short Description* <small>(10 characters)</small>	GRDJRYLPTP	
	Registrar Item Number*	26-0841 05/12/26
* 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\*  
 5/8/26

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

Budget transfer increasing appropriations in Grand Jury to purchase replacement laptops using the IT Infrastructure Designation.

**FOR AUDITOR'S OFFICE USE ONLY**

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