

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

DOCUMENT TOTAL	\$368,400.00
NUMBER OF LINES	10
NET TOTAL	\$0.00
5/13/2022	PAGE 1 OF 1
DATE	

TO BE COMPLETED BY DEPARTMENT	
DEPT NAME	Planning and Building, Airports & CAO

Budget Transfer Type:	Transfer 1: BoS Approval
Legistar Number & Date:	22-0667 05/24/22

DEPT CONTACT & EXT.	Stephanie Lisius x 5851
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*[Signature]*  
 DEPARTMENT AUTHORIZATION SIGNATURE AND DATE

**DIRECTIONS:**

- MEMO REQUIRED, IF BOS, INCLUDE A COPY OF THE LEGISTAR MASTER REPORT
- REMOVE THE GREEN COPY AND SUBMIT COMPLETED REQUEST TO THE CHIEF ADMINISTRATIVE OFFICE
- 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	N/A	3540410	3000	35400020-35OPSMNT		DEC	\$ 28,200	PV AIRPORT DEC SALARIES
2	354g1	3540410	4300	35400020-35OPSMNT		INC	\$ 28,200	PV APT INC PROF SVCS
3	353g1	3540410	3000	35400020-35OPSMNT		DEC	\$ 39,000	PV AIRPORT DEC SALARIES
4	N/A	3540410	2020	35400020-35LOCAL-35GENFUND		DEC	\$ 39,000	PV DEC GF OPER TRANSFER
5	15O00	1550500	7000	15GF-15AIR		DEC	\$ 39,000	PV AIRPORT DEC GF OPER XFR OUT
6	15V00	1530300	7700	N/A		INC	\$ 39,000	PV AIRPORT INC GF CONTINGENCY
7	354h1	3540420	4300	35400030-35OPSMNT		INC	\$ 39,000	GT AIRPORT INC PROF SVC
8	N/A	3540420	2020	35400030-35LOCAL-35GENFUND		INC	\$ 39,000	GT AIRPORT INC GF OPER TRANS
9	15O00	1550500	7000	15GF-15AIR		INC	\$ 39,000	GT AIRPORT INC GF OPER XFR OUT
10	15V00	1530300	7700	N/A		DEC	\$ 39,000	GT AIRPORT GF DEC CONTINGENCY
11								
12								

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

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

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

**MEMO SHEET: BUDGET TRANSFER INFORMATION**

Department Name*	Planning and Building, Airports & CAO	Budget Transfer Type:	Transfer 1: BoS Approval
Clerk*	Stephanie Lisius	Document total*	\$ 368,400
Contact phone*	530-621-5851		

**BUDGET TRANSFER HEADER**

Prepared date*	05/13/22	Check Applicable* <input checked="" type="checkbox"/> One Time (after Adopted Budget) <input type="checkbox"/> Continuing (include in the Adopted Budget)
Fiscal year	FY 21/22	
Short Description* <small>(10 characters)</small>	PVGTAIRINC	
	Legistrar Item Number*	22-0667 05/24/22
* 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.

Authorized signature\*



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

Planning and Building Department, Airports Division, requests a budget transfer adjusting the budget for Fiscal Year (FY) 2021-22 to reallocate salary savings and projected General Fund contribution between the Placerville and Georgetown Airports to allow for an increase in professional services for both airports.

The Federal Aviation Administration (FAA) recently changed a policy and now requires the County to provide upfront funding for preliminary scoping, surveys, and other analyses required for the environmental process for obstruction removal, beacon tower replacement, and other Airport Capital Improvement Program (ACIP) projects. If the County does not provide the upfront funding, then the County will be unable to obtain FAA design and construction grants for those ACIP projects.

In order to meet the FAA's grant deadlines to obtain obstruction removal grants and the Georgetown beacon tower replacement grant in the next grant cycle, and to keep other projects on track, it is important that the County front project expenses in the current fiscal year for several other small projects at both airports.

The Placerville Airport is budgeted to received a general fund contirbution, but it also has enough salary savings to cover the professional services cost increase in both airports. The Georgetown Airport is budgeted to receive a general fund contribution, but does not have enough salary savings to cover the cost increase. Therefore, the Department is requesting to reduce the general fund contribution in the Placerville airport, as well as the salaries and benefits budget, and to increase the general fund contribution for the Georgetown Airport a corresponding amount. Staff was not aware that these project tasks needed to be completed in FY 2021-22 and was, therefore, unable to include these expenses in its FY 2021-22 budget

**FOR AUDITOR'S OFFICE USE ONLY**

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