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| AUDITOR / CONTROLLER'S USE | | EL DORADO COUNTY APPROPRIATION TRANSFER (29125 GOV. CODE) | | | |
| TRANSFER # | | 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 \$64,000.00 | |
| JOURNAL # | | | | NUMBER OF LINES 4 | |
| DATE | | | | NET TOTAL \$0.00 | |
| INPUT BY | | | | | |
| TO BE COMPLETED BY DEPARTMENT | | Budget Transfer Type: Transfer 1: BoS Approval | | | |
| DEPT NAME Department of Transportation | | Legistar Number & Date: 25-0815 05/20/2025 | | | |
| DEPT CONTACT & EXT. Stephanie Lisius X 5851 | |  <small>Rafael Martinez May 7, 2025 09:44 PDT</small> | | | |
| 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 | 36O03 | 3600010 | 7001 | 360GNDPT-36BUDGET-36EXP-36RRNO | | DEC | \$ 16,000 | DEC OPER XFER OUT FLEET |
| 2 | 36603 | 3620200 | 6040 | 362000CE-36BUDGET-36EXP-36RRNO | | INC | \$ 16,000 | INC FIXED ASSET UTILITY BED |
| 3 | | 3650500 | 2022 | | | DEC | \$ 16,000 | DEC OPER XFER IN FLEET |
| 4 | | 3650500 | 1740 | | | INC | \$ 16,000 | INC CHARGES FOR SERVICE |
| 5 | | | | | | | | |
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|--|---|
| <div style="border-bottom: 1px solid black; margin-bottom: 10px;"> <div style="display: flex; justify-content: space-between;"> JOE HARN, C.P.A. AUDITOR / CONTROLLER DATE </div> </div> <div style="border-bottom: 1px solid black; margin-bottom: 10px;"> <div style="display: flex; justify-content: space-between;"> CHIEF ADMINISTRATIVE OFFICE - ANALYST DATE </div> </div> <div style="border-bottom: 1px solid black;"> <div style="display: flex; justify-content: space-between;"> CHIEF ADMINISTRATIVE OFFICER DATE </div> </div> | <div style="text-align: center; padding: 10px;"> 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 </div> <div style="border-top: 1px solid black; margin-top: 10px;"> <div style="display: flex; justify-content: space-between;"> SIGNATURE: CHAIR, BOARD OF SUPERVISORS DATE </div> </div> <div style="border-top: 1px solid black; margin-top: 10px;"> <div style="display: flex; justify-content: space-between;"> ATTEST: CLERK, BOARD OF SUPERVISORS DATE </div> </div> |
|--|---|

S:\APFORMS\BUDGET TRANSFER 2.XLS

DISTRIBUTION: WHITE - BOS / YELLOW - AUDITOR / PINK - CHIEF ADMINISTRATIVE OFFICE / GOLD - DEPARTMENT

MEMO SHEET: BUDGET TRANSFER INFORMATION

| | | | |
|------------------|------------------------------|-----------------------|--------------------------|
| Department Name* | Department of Transportation | Budget Transfer Type: | Transfer 1: BoS Approval |
| Clerk* | Stephanie Lisius | Document total* | \$ 64,000 |
| Contact phone* | 5851 | | |

BUDGET TRANSFER HEADER

| | | |
|---------------------------------------|-----------|--|
| Prepared date* | 04/22/25 | Check Applicable* <input checked="" type="checkbox"/> One Time (after Adopted Budget) <input type="checkbox"/> Continuing (include in the Adopted Budget) |
| Fiscal year | 24/25 | |
| Short Description* (10 characters) | INCFIXASS | |
| | | Registrar Item Number* 25-0815 05/20/2025 |

* 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*


 Rafael Martinez (May 7, 2025 09:44 PDT)

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

Budgeted appropriations in the Transportation budget need to be increased in Fixed Assets - Equipment by \$16,000 in the Transportation Engineering Division Org, offset by a decrease in Operating Transfers Out in the amount of \$16,000 in the Transportation General Department Org.

An additional fixed asset utility bed was determined to be needed when replacing the Fleet vehicle for the Materials Lab, under Department of Transportation. The utility bed was originally budgeted as an operating transfer out as it was assumed to be part of the Fleet fixed asset. However after further analysis, the utility bed has been determined to be a department-owned fixed asset as it will be removed from the truck and utilized on future replacement vehicles, therefore it should be budgeted under fixed assets.

This budget transfer allows for the purchase of the fixed asset with no increase to the overall budget.

FOR AUDITOR'S OFFICE USE ONLY

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

25-0815 Utility Bed rev

Final Audit Report

2025-05-07

| | |
|-----------------|---|
| Created: | 2025-05-07 |
| By: | Stephanie Lisius (stephanie.lisius@edcgov.us) |
| Status: | Signed |
| Transaction ID: | CBJCHBCAABAApGviJ2meSBMi3trqyPG45ZXy7WZcbQhB |

"25-0815 Utility Bed rev" History



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