

AUDITOR / CONTROLLER'S USE		EL DORADO COUNTY APPROPRIATION TRANSFER (29125 GOV. CODE)			
TRANSFER #		BUDGET TRANSFER REQUEST		DOCUMENT TOTAL	\$2,000.00
JOURNAL #		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		NUMBER OF LINES	2
DATE				NET TOTAL	\$0.00
INPUT BY					
TO BE COMPLETED BY DEPARTMENT		Budget Transfer Type:		Transfer 1: BoS Approval	
DEPT NAME	CAO	Legistar Number & Date:		25-1396 08/12/2025	
DEPT CONTACT & EXT. <i>AW</i> Alison Winter x6765		 DEPARTMENT AUTHORIZATION SIGNATURE AND DATE		7/31/2025 PAGE 1 OF 1	

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	4266			INC	\$ 1,000	INC GRAND JURY APPR
2		4540400	7700			DEC	\$ 1,000	DEC GF CONTIN FOR GRAND JURY
3		1530300						
4								
5								
6								
7								
8								
9								
10								
11								
12								

<div style="border-bottom: 1px solid black; margin-bottom: 10px;"> _____ JOE HARN, C.P.A. AUDITOR / CONTROLLER DATE </div> <div style="border-bottom: 1px solid black; margin-bottom: 10px;"> _____ CHIEF ADMINISTRATIVE OFFICE - ANALYST DATE </div> <div style="border-bottom: 1px solid black;"> _____ CHIEF ADMINISTRATIVE OFFICER DATE </div>	<p>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</p> <div style="border-top: 1px solid black; margin-top: 20px; display: flex; justify-content: space-between;"> SIGNATURE: CHAIR, BOARD OF SUPERVISORS DATE </div> <div style="border-top: 1px solid black; margin-top: 20px; display: flex; justify-content: space-between;"> ATTEST: CLERK, BOARD OF SUPERVISORS DATE </div>
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S:\APFORMS\BUDGET TRANSFER 2.XLS

MEMO SHEET: BUDGET TRANSFER INFORMATION

Department Name*

CAO

Budget Transfer Type:

Transfer 1: BoS Approval

Clerk*

Alison Winter

Document total*

\$

2,000

Contact phone*

x6765

BUDGET TRANSFER HEADER

Prepared date*

07/31/25

Fiscal year

FY 2024-25

Short Description*

(10 characters)

GRDJRY EXP

Check Applicable*

☒ One Time (after Adopted Budget)☐ Continuing (include in the Adopted Budget)

Registrar Item Number*

25-1396 08/12/2025

* 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*

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

Budget transfer increasing appropriations in Grand Jury operating account to cover expenditures exceeding appropriations.

FOR AUDITOR'S OFFICE USE ONLY

Audit date:

Audited by:

Budget Transfer number:

Interfaced by:

Processed on:



County of El Dorado

330 Fair Lane, Building A
Placerville, California
530 621-5390
FAX 622-3645
www.edcgov.us/bos/

Master Report

File Number: 25-1396

*File ID #: 25-1396

Agenda Agenda Item
Type:

Status: Approval Pending

Version: 1

Reference:

Gov Body: Board of
Supervisors

Created: 07/31/2025

Agenda Title: 08/12/25 - CAO Grand Jury Budget Transfer

Final Action:

Title: Chief Administrative Office recommending the Board approve a Fiscal Year 2024-25 budget transfer increasing appropriations in the Grand Jury operating account in the amount of \$1,000 and decreasing General Fund Contingency in the amount of \$1,000 due to expenditures exceeding appropriations. (4/5 vote required)

FUNDING: General Fund.

Notes:

Sponsors:

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Attachments: A - Grand Jury Budget Transfer

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Contact: Alison Winter

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History of Legislative File

Ver- sion:	Acting Body:	Date:	Action:	Sent To:	Due Date:	Return Date:	Result:
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Text of Legislative File 25-1396

Chief Administrative Office recommending the Board approve a Fiscal Year 2024-25 budget transfer increasing appropriations in the Grand Jury operating account in the amount of \$1,000 and decreasing General Fund Contingency in the amount of \$1,000 due to expenditures exceeding appropriations. (4/5 vote required)

FUNDING: General Fund.

DISCUSSION / BACKGROUND

California state law requires that all 58 counties impanel a Jury to serve during each fiscal year (Penal Code Section 905, California Constitution, Article I, Section 23.)

The function of the Civil Grand Jury is to investigate the operations of El Dorado County departments and agencies, city governments, school districts and special districts. The Jury determines which issues will be investigated during its term of office. It is an arm of the Court and a representative of the public. Although it is an arm of the Court, it operates independently of direct Court supervision.

In Fiscal Year (FY) 2024-25, expenditures for the Grand Jury exceeded appropriations by less than \$1,000. Government Code Section 29120 states, "the board and every other county or dependent special district official and person shall be limited in the incurring or paying of obligations to the amounts of the appropriations allowed for each budget unit as originally adopted or as thereafter revised by addition, cancellation or transfer." This budget transfer will allow for the payment of final invoices of the Grand Jury in FY 2024-25. Because the expenditures were ordered by the Court, the County was required to pay the expense and this transfer will adjust appropriations for the Grand Jury to allow for the expense.

ALTERNATIVES

N/A

PRIOR BOARD ACTION

N/A

OTHER DEPARTMENT / AGENCY INVOLVEMENT

N/A

FINANCIAL IMPACT

This budget transfer will reduce General Fund Contingency by \$1,000 and increase Net County Cost for the Grand Jury by \$1,000.

CLERK OF THE BOARD FOLLOW UP ACTIONS

Upon Board approval, obtain the Chair's signature on the Budget Transfer and forward to the Chief Administrative Office.

STRATEGIC PLAN COMPONENT

N/A

CONTACT

Alison Winter, Principal Management Analyst