



EL DORADO COUNTY
CHIEF ADMINISTRATIVE OFFICE

MEMO

Date: January 15, 2019

To: Auditor-Controller's Office

From: Laura Schwartz, Deputy Chief Administrative Officer

A handwritten signature in blue ink, appearing to be "LS", is written over the "From:" line.

Subject: Project String Revisions to Budget Transfer for Legistar Item 19-1308

On November 5, 2019, the Board approved a budget amendment to move funding from the Sheriff's Department budget to the Facilities budget to pay for the janitorial contract at the new Sheriff's facility. The transfer that was attached to the item at approval did not include the project strings for the Sheriff's Department accounts. The attached budget transfer does not change the general ledger org, objects, or amounts. The only revisions are on lines 2 through 4 adding the project string information.

We are requesting that the Auditor's Office process the attached amendment as it will post with the correct project string information and does not change any the of the general ledger accounts or amount.

AUDITOR / CONTROLLER'S USE	
TRANSFER #	TR2020039
DATE	2020-05-8
CODE BY	

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

Fiscal Year: 2019-20	CAO/Sheriff
Legistar # 19-1308	DEPARTMENT OR AGENCY NAME

TO BE COMPLETED BY THE DEPARTMENT	
DOCUMENT TOTAL	\$ 150,000.00
NUMBER OF LINES	4
TRANSACTION CODE TOTAL*	N/A

10/18/2019
DATE

R. Reese x4706 *Laura Schwaska*
DEPARTMENT AUTHORIZATION SIGNATURE AND PHONE NUMBER

COMPLETE THE INFORMATION BELOW WITH JUSTIFICATION NARRATIVE OR ATTACH A MEMO.
 REMOVE THE GOLD COPY AND SUBMIT COMPLETE REQUEST TO THE AUDITOR / CONTROLLER'S OFFICE.
 A BUDGET TRANSFER MUST BE AT LEAST TWO LINES, NOT EXCEED TWENTY-SIX LINES AND USE AN "ODD AND EVEN" NUMBERED TRANSACTION CODE*
 * 002 = INCREASE ESTIMATED REVENUE * 011 = INCREASE IN APPROPRIATION / BOS APPROVED
 * 003 = DECREASE ESTIMATED REVENUE * 012 = DECREASE IN APPROPRIATION / BOS APPROVED

(one-time)

S F X	D/C	ORG	OBJECT	PROJECT LEDGER	AMOUNT	DESCRIPTION (50 CHARACTERS MAX.)
1	D	0640400	4086	06FACCUST-C40SERSUP-BLD000	\$ 75,000.00	FY 19/20 FACILITIES CUSTODIAL ICR JANITORIAL
2	C	2420200	4300	2420GEN-2402300-C40SERSUP-NA	\$ (30,000.00)	FY 19/20 CUSTODIAL DEC EDSO APPROP
3	C	2410100	4300	2410GEN-2404450-C40SERSUP-NA	\$ (30,000.00)	FY 19/20 CUSTODIAL DEC EDSO APPROP
4	C	2430300	4300	2430GEN-2403250-C40SERSUP-WS	\$ (15,000.00)	FY 19/20 CUSTODIAL DEC EDSO APPROP
5						
6						
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10						
11						
12						
13						

REVIEWED FOR FORMAT BY

JOE HARN, C.P.A. AUDITOR / CONTROLLER

Anna
CHIEF ADMINISTRATIVE OFFICE - ANALYST

DATE

10/23/19

DATE

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

SIGNATURE: CHAIRMAN, BOARD OF SUPERVISORS

DATE

CHIEF ADMINISTRATIVE OFFICE

DATE

ATTEST: CLERK, BOARD OF SUPERVISORS

AUDITOR-CONTROLLER
OCT 28 19 AM 11:45