

A _____

Posting Date 8/12/2025

	Transfer within expenditure/revenue category (with AC Approval)	Original only
	Transfer between expenditure/revenue category (with CAO & AC Approval)	Original +1
	Increase/decrease Intrafund Transfer account (with Board Approval)*	Original +1
	Transfer to or from Contingencies (with Board Approval)*	Original +1
	Increase/decrease budget unit appropriation (with Board approval)*	Original +1
	Establish/transfer funds in Fixed Assets <\$10,000 (CAO & AC Approval)	Original +1
X	Establish/transfer funds in Fixed Assets >\$10,000 (with Board Approval)*	Original +1

[illegible]

a.) This purchase was previously approved by BOS on 6/10/25 but transaction did not complete in FY24/25 as anticipated. This is a carryforward to FY25/26.

b.) Move funds from Office Expense to Fixed Assets - Equipment so we can purchase the microfilm equipment readers in FY25/26.

c.)

4.) Department Head Approval _____ Date:07/25/2025 _____ (signed) _____

5.) Balances verified by Auditor-Controller _____ Date: _____ (signed) _____

County Administrative Officer:

By Karen Clower at 12:05 pm, Jul 30, 2025

SEND ORIGINAL REQUEST FOR BUDGET TRANSFER DIRECTLY TO THE AUDITOR-CONTROLLER.

Posted by: