

COUNTY OF HUMBOLDT
REQUEST FOR BUDGET TRANSFER/ADJUSTMENT

A _____

DEPARTMENT: Public Works

DEPARTMENT #: 703 POSTING DATE: 4/23/2024

1.) The reason for this budget transfer request is:

_____	Transfer within expenditure/revenue category (with Auditor Approval)	Original only
_____	Transfer between expenditure/revenue category (with CAO & Auditor Approval)	Original +1
_____	Increase/decrease Intrafund Transfer account (with Board Approval)*	Original +1
<u> X </u>	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 & Auditor Approval)	Original +1
_____	Establish/transfer funds in Fixed Assets >\$10,000 (with Board Approval)*	Original +1

2.)	Transfer to Account:			Transfer from Account:	
	Amount:	Number:	Name:	Number:	Name:
	\$ 12,974.00	1100703-3196	Arcata Vets Memorial	1100990-2015	Contingencies
	\$ 11,330.00	1100703-3191	Ferndale Vets Memor	1100990-2015	Contingencies
	\$ 16,174.00	1100703-3190	Fortuna Vets Memor	1100990-2015	Contingencies

3.) In the space below, state (a) reason for transfer request, (b) reason why there are sufficient balances in affected accounts, and (c) why transfer cannot be delayed until next budget year.

- a.) To pay full Veteran Hall utility costs as directed by the Board at the March 12, 2024 meeting.
- b.) Contingencies for FY 2023-24 has a balance of \$613,331 prior to this request.
- c.) The Board has directed full payment of utility costs for Arcata, Ferndale and Fortuna.

4.) Department Head Approval: _____ Date 4/9/24 (signed) [Signature]

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

6.) ____/Approved ____/Not approved ____/Recommended ____/Not recommended

County Administrative Officer: _____ Date **APPROVED**
By Karen Clower at 8:57 am, Apr 09, 2024

INSTRUCTIONS

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