COUNTY OF HUMBOLDT
REQUEST FOR BUDGET TRANSFER/ADJUSTMENT

# A _____

DEPARTMENT: Sheriff Measure Z DEPARTMENT #: 297 POSTING DATE: 3/12/2019

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 |
| _____ | 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 |
| X | Transfer from 01 - Salaries to 02 - Expenses | |

2.)

| Amount: | Transfer to Account: Number: | Transfer to Account: Name: | Transfer from Account: Number: | Transfer from Account: Name: |
|---|---|---|---|---|
| $ 40,973.00 | 2118 (1100-297) | Prof. Services | 1100 (1100-297) | Salaries & Wages |

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 cover expenses related to a feasibility study for consolidated dispatch.

b.) Estimating more than $200,000 in salary savings due to vacancies.

c.) Should the board direct the Sheriff to move forward with the feasibility study this FY in accordance with agenda item 19-352, then funds will be needed this FY.

4.) Department Authorization: Date 3/18/19 (signed) [signature]

5.) Account balances verified by Auditor-Cont Date _____ (signed) _____

6.) X /Approved _____/Not approved _____/Recommended _____/Not recommended

County Administrative Officer: Date 3/19/19 (signed) [signature]

INSTRUCTIONS

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

* Requires copy of Board Order to be attached *Revised 05/16* Posted by _____