

## SL COUNTY BUDGET REQUEST / ADJUSTMENT FORM

### Executive Summary

<b>Request Item No:</b> 790000YE01	<b>For Fiscal Year:</b> 2019
<b>Requesting Organization:</b> 79000000 CLERK	<b>Date of Request:</b> 31-Jul-19
<b>Budget Adjust Type(s):</b> Technical	<b>Ongoing (Y or N):</b> N
	<b>If Yes, next year's CF impact:</b> \$0
	<b>Net FTE Change:</b> 0.00

**Description and Justification:**

Copy Machine Purchase: The Clerk Division has a copy machine in the Marriage and Passport Department that is leased. The lease will expire in August and there have been a few problems with this machine. Instead of extending a lease on a different copy machine we would like to purchase the copier which would require us to transfer funds to Capital.

### Fund Impact

SUMMARY OF FUND IMPACT BY FUND	
<b>FUND:</b>	110 GENERAL FUND
<b>Fund Impact (Budgetary)</b>	\$0
<b>Fund Impact (Transfers)</b>	\$0
<b>TOTAL FUND IMPACT</b>	\$0

SUMMARY OF CNTY FUNDING IMPACT BY DEPT				
DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
<b>TOTALS</b>	0	0	0	0

### Approvals

<b>Division Director:</b> _____	<b>Date:</b> _____
<b>Dept. or Elected Fiscal Mgr:</b> _____	<b>Date:</b> _____
<b>Dept. Dir. or Elected Official:</b> _____	<b>Date:</b> _____
<b>Facilities Division Director:</b> _____	<b>Date:</b> _____
<i>(Capital Projects Only)</i>	
<b>Chief Financial Officer:</b> _____	<b>Date:</b> _____
Approve	
<b>Mayor or Designee:</b> _____	<b>Date:</b> _____
Approve	
<b>Council Action:</b> _____	<b>Date:</b> _____
Approve	

