

# REQUEST FOR BUDGET ADJUSTMENT

15.1

## Executive Summary

Reference No: 940000YE01	For Fiscal Year: <b>2017</b>
Requesting Organization: 94000000 SURVEYOR	Date of Request: 13-Dec-17
Budget Adjust Type(s): Unforeseen / Exigency	One Time Change (Y or N): Y
	If No, next year's impact: \$0
	Net FTE Change: 0.00

### Description and Justification:

Monument Supplies: Transfer funds for Monument Supplies (\$21,000) from dedicated preservation accounts. We purchased Survey Monument fabrication supplies in support of inventory, distribution of survey monuments, and statutory duties. The monument fabrication and inventory supplies are purchased from local vendors. This transfer of funds has no impact on the General Fund.

## Fund Impact

### SUMMARY OF FUND IMPACT BY FUND

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

\* Balance sheet transaction impacted fund; please see

### SUMMARY OF CNTY FUNDING IMPACT BY DEPT

DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
9400000000 SURVEYOR PRGM	0	0	(21,000)	(21,000)
9400000100 SURVEYOR ADMINISTRATION	0	21,000	0	21,000
<b>TOTALS</b>	<b>0</b>	<b>21,000</b>	<b>(21,000)</b>	<b>0</b>

## Approvals

Division Director:

Date: \_\_\_\_\_

Dept. or Elected Fiscal Mgr: 

Date: 12/13/2017

Dept. Dir. or Elected Official: 

Date: 12/13/2017

Facilities Division Director:  
(Capital Projects Only)

Date: \_\_\_\_\_

Chief Financial Officer: 

Date: 12/14/17

Mayor or Designee: 

Date: 12/14/17

Council Action: \_\_\_\_\_

Date: \_\_\_\_\_

Approve

## Budget Adjustment Detail

**Budget Year:** 2017      **\* Requesting Department:** 94000000 SURVEYOR  
**Budget Period:** Post June Year-End      **\* Req Item No:** 940000YE01      **\* Adjustment Title:** Monument Supplies  
**Adjustment Type(s):** Unforeseen / Exigency

**Expense Budget String(s):**

FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
110	094	9400000100	643040			21,000
<b>TOTAL EXPENDITURE CHANGE:</b>						<b>\$21,000</b>

**Revenue Budget String(s):**

FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
<b>TOTAL REVENUE CHANGE:</b>						<b>\$0</b>

**Balance Sheet/Fund Unrestriction String(s):**

☐ Bal sheet strings only required for Proprietary Fund adjustments or fund unrestrictedions; check if applicable.

FUND	SUB-DEPT ID	BAL. SHEET ACCOUNT	AMOUNT
110	9400000000	311035	(21000.00)
<b>TOTAL BALANCE SHEET CHANGE:</b>			<b>(\$21,000)</b>

\* One Time Change (Y or N): Y      **No. of New FTEs:** 0.00 (2)  
 If No, next year's impact: \_\_\_\_\_      **No. of New Time Limited FTEs:** 0.00 (2)  
    **No. of Transferred FTEs:** 0.00 (2)  
    **No. of Other FTEs:** 0.00 (2)

**Fund Balance Transfers:**

From Fund	From Dept ID	To Fund	To Dept ID	Amount

**Description and Justification: (Attach additional pages as needed.)\***

Transfer funds for Monument Supplies (\$21,000) from dedicated preservation accounts. We purchased Survey Monument fabrication supplies in support of inventory, distribution of survey monuments, and statutory duties. The monument fabrication and inventory supplies are purchased from local vendors. This transfer of funds has no impact on the General Fund.

(1) If the request is for a grant, include the dates the grant will expire and what obligations are required of the County after the grant expires.