SL COUNTY BUDGET REQUEST / ADJUSTMENT FORM

Executive Summary Request Item No: 790000YE01 For Fiscal Year: 2019 Requesting Organization: 7900000 CLERK Date of Request: 31-Jul-19 Budget Adjust Type(s): Technical Ongoing (Y or N): N If Yes, next year's CF impact: \$0 Net FTE Change: 0.00

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			
FUND:	D: 110 GENERAL		
	FUND		
Fund Impact (Budgetary)	\$0		
Fund Impact (Transfers)	\$0		
TOTAL FUND IMPACT	\$0		

SUMMARY OF CNTY FUNDING IMPACT BY DEPT				
DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
TOTALS	0	0	0	0

	Approval	S	
Division Director:		Date:	
Dept. or Elected Fiscal Mgr:		Date:	
Dept. Dir. or Elected Official:		Date:	
Facilities Division Director:		Date:	
(Capital Projects Only)			
Chief Financial Officer:		Date:	
	Approve		
Mayor or Designee:		Date:	
	Approve		
Council Action:		Date:	
	Approve		

		Bud	get Adjustme	ent Detail		
Year:	2019		\star Requesting De	partment: 790000	00 CLERK	
Period:	Post June Year-End	* Req Item No:	790000YE01 -	* Adjustment Title:	Copy Machine Purchase	
nent Type(s):	Technical	•		•		
Expense Budg	et String(s):					
FUND	SUB-DEPT ID		EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
110	790000000		639025 OTHER PROFESS			(8,0
110	790000000		679005 OFFICE FURN EQ	UIP SOFTWR>5000		8,0
				EXPENDITURES Page 1:		
Revenue Budg	et String(s):		TOTAL EXPE	ENDITURES ALL PAGES:	=	
FUND	SUB-DEPT ID		REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
				, <i>,</i> , ,		
				TAL REVENUES Page 1:		
Balance Sheet	/Fund Unrestriction S		TOTAL F eet strings only required for P	TAL REVENUES Page 1: REVENUES ALL PAGES: roprietary Fund adjustments o	_	
			TOTAL F eet strings only required for P if applicable.	REVENUES ALL PAGES: Proprietary Fund adjustments o	r fund unrestrictions;	
Balance Sheet FUND	/Fund Unrestriction S		TOTAL F eet strings only required for P if applicable. BAL. SHEE	REVENUES ALL PAGES:	_	
			TOTAL F eet strings only required for P if applicable.	REVENUES ALL PAGES: Proprietary Fund adjustments o	r fund unrestrictions;	
			TOTAL F eet strings only required for P if applicable. BAL. SHEE BAL_SHT or 499999 BAL_SHT or 499999 BAL_SHT or 499999	REVENUES ALL PAGES: Proprietary Fund adjustments o	r fund unrestrictions;	١T
			TOTAL F eet strings only required for P if applicable. BAL. SHEE BAL_SHT or 499999 BAL_SHT or 499999 BAL_SHT or 499999	REVENUES ALL PAGES: Proprietary Fund adjustments o	r fund unrestrictions;	١T
FUND	SUB-DEPT ID	N N	TOTAL F eet strings only required for P if applicable. BAL_SHT or 499999 BAL_SHT or 499999 BAL_SHT or 499999 TOTAL BAL	REVENUES ALL PAGES: Proprietary Fund adjustments on ET ACCOUNT LANCE SHEET CHANGE: No. of New FTEs:	r fund unrestrictions;	NT 2)
FUND	SUB-DEPT ID	check	TOTAL F eet strings only required for P if applicable. BAL_SHT or 499999 BAL_SHT or 499999 BAL_SHT or 499999 TOTAL BAL No. of N	REVENUES ALL PAGES: Proprietary Fund adjustments on ET ACCOUNT LANCE SHEET CHANGE: No. of New FTEs: Iew Time Limited FTEs:	= r fund unrestrictions; AMOUN 0.00 (2 0.00 (2	JT 2) 2)
FUND	SUB-DEPT ID	N N	TOTAL F eet strings only required for P if applicable. BAL_SHT or 499999 BAL_SHT or 499999 BAL_SHT or 499999 TOTAL BAL No. of N N	REVENUES ALL PAGES: Proprietary Fund adjustments on ET ACCOUNT LANCE SHEET CHANGE: No. of New FTEs: No. of New FTEs: lew Time Limited FTEs: lo. of Transferred FTEs:	r fund unrestrictions; = = = = = = = = = = = = = = = = = = =	VT 2) 2) 2)
FUND	SUB-DEPT ID	N N	TOTAL F eet strings only required for P if applicable. BAL_SHT or 499999 BAL_SHT or 499999 BAL_SHT or 499999 TOTAL BAL No. of N N	REVENUES ALL PAGES: Proprietary Fund adjustments on ET ACCOUNT LANCE SHEET CHANGE: No. of New FTEs: Iew Time Limited FTEs:	r fund unrestrictions; = = = = = = = = = = = = = = = = = = =	JT 2) 2)
FUND * If Yes, ne	SUB-DEPT ID	N N	TOTAL F eet strings only required for P if applicable. BAL_SHT or 499999 BAL_SHT or 499999 BAL_SHT or 499999 TOTAL BAL No. of N N	REVENUES ALL PAGES: Proprietary Fund adjustments on ET ACCOUNT LANCE SHEET CHANGE: No. of New FTEs: No. of New FTEs: lew Time Limited FTEs: lo. of Transferred FTEs:	r fund unrestrictions; = = = = = = = = = = = = = = = = = = =	VT 2) 2) 2)
FUND * If Yes, ne: Fund Balance	SUB-DEPT ID Ongoing (Y or N): xt year's CF impact: Transfers:	N \$0	TOTAL F eet strings only required for P if applicable. BAL_SHT or 499999 BAL_SHT or 499999 BAL_SHT or 499999 TOTAL BAL No. of N N	REVENUES ALL PAGES: Proprietary Fund adjustments of ET ACCOUNT ANCE SHEET CHANGE: No. of New FTEs: No. of New FTEs: lew Time Limited FTEs: No. of Transferred FTEs: No. of Abolished FTEs:	r fund unrestrictions; = = = = = = = = = = = = = = = = = = =	VT 2) 2) 2)
FUND * If Yes, ne: Fund Balance	SUB-DEPT ID Ongoing (Y or N): xt year's CF impact: Transfers:	N \$0	TOTAL F eet strings only required for P if applicable. BAL_SHT or 499999 BAL_SHT or 499999 BAL_SHT or 499999 TOTAL BAL No. of N N	REVENUES ALL PAGES: Proprietary Fund adjustments of ET ACCOUNT ANCE SHEET CHANGE: No. of New FTEs: No. of New FTEs: lew Time Limited FTEs: No. of Transferred FTEs: No. of Abolished FTEs:	= = = = = = = = = = = = = = = = = = =	VT 2) 2) 2)
FUND * If Yes, ne: Fund Balance	SUB-DEPT ID Ongoing (Y or N): xt year's CF impact: Transfers:	N \$0	TOTAL F eet strings only required for P if applicable. BAL_SHT or 499999 BAL_SHT or 499999 BAL_SHT or 499999 TOTAL BAL No. of N N	REVENUES ALL PAGES: Proprietary Fund adjustments of ET ACCOUNT ANCE SHEET CHANGE: No. of New FTEs: No. of New FTEs: lew Time Limited FTEs: No. of Transferred FTEs: No. of Abolished FTEs:	= = = = = = = = = = = = = = = = = = =	VT 2) 2) 2)
FUND * If Yes, nex Fund Balance From Fund	SUB-DEPT ID Ongoing (Y or N): xt year's CF impact: Transfers: From Dept ID	N \$0	TOTAL F eet strings only required for P if applicable. BAL_SHT or 499999 BAL_SHT or 499999 BAL_SHT or 499999 TOTAL BAL No. of N N	REVENUES ALL PAGES: Proprietary Fund adjustments of ET ACCOUNT ANCE SHEET CHANGE: No. of New FTEs: No. of New FTEs: lew Time Limited FTEs: No. of Transferred FTEs: No. of Abolished FTEs:	= = = = = = = = = = = = = = = = = = =	VT 2) 2) 2)
FUND FUND If Yes, nex Fund Balance From Fund ption and justi erk Division has	SUB-DEPT ID Ongoing (Y or N): At year's CF impact: Transfers: From Dept ID fication: (Attach addite a copy machine in the	N Store check N \$0 To Fund ional pages as needed Marriage and Passpor	TOTAL F eet strings only required for P if applicable. BAL_SHT or 499999 BAL_SHT or 499999 BAL_SHT or 499999 TOTAL BAL No. of N N To Dept ID COMPARING COMPA	REVENUES ALL PAGES: Proprietary Fund adjustments of ET ACCOUNT ANCE SHEET CHANGE: No. of New FTES: No. of New FTES: No. of Abolished FTES: No. of Abolished FTES: Amount Amount Sed. The lease will expire i	r fund unrestrictions; AMOUN 0.00 (2 0.00 (2	NT 2) 2) 2) 2)
FUND FUND If Yes, nex Fund Balance From Fund ption and justi erk Division has	SUB-DEPT ID Ongoing (Y or N): At year's CF impact: Transfers: From Dept ID fication: (Attach addite a copy machine in the	N Store check N \$0 To Fund ional pages as needed Marriage and Passpor	TOTAL F eet strings only required for P if applicable. BAL_SHT or 499999 BAL_SHT or 499999 BAL_SHT or 499999 TOTAL BAL No. of N N To Dept ID COMPARING COMPA	REVENUES ALL PAGES: Proprietary Fund adjustments of ET ACCOUNT ANCE SHEET CHANGE: No. of New FTES: No. of New FTES: No. of Abolished FTES: No. of Abolished FTES: Amount Amount Sed. The lease will expire i	r fund unrestrictions; AMOUN 0.00 (2 0.00 (2	NT 2) 2) 2) 2)
FUND FUND If Yes, nex Fund Balance From Fund ption and justi erk Division has	SUB-DEPT ID Ongoing (Y or N): At year's CF impact: Transfers: From Dept ID fication: (Attach addite a copy machine in the	N Store check N \$0 To Fund ional pages as needed Marriage and Passpor	TOTAL F eet strings only required for P if applicable. BAL_SHT or 499999 BAL_SHT or 499999 BAL_SHT or 499999 TOTAL BAL No. of N N To Dept ID COMPARING COMPA	REVENUES ALL PAGES: Proprietary Fund adjustments of ET ACCOUNT ANCE SHEET CHANGE: No. of New FTES: No. of New FTES: No. of Abolished FTES: No. of Abolished FTES: Amount Amount Sed. The lease will expire i	r fund unrestrictions; AMOUN 0.00 (2 0.00 (2	NT 2) 2) 2) 2)

(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.