

COUNTY OF MENDOCINO  
REQUEST FOR APPROPRIATION, CANCELLATION OR REVISION OF FUNDS

Dept./Office: Assessor, Clerk-Recorder

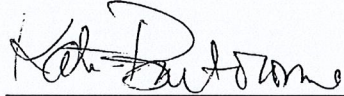
Date 05/15/2024

To County Auditor-Controller:

The Following request is deemed necessary. Please report the available balances to the County Executive Officer.

Fund	Org/BU	Object (+Project)	Object Description	AMOUNT	I/D	AUDITOR BALANCE
1220	1122/AU	865802	Operating Transfer Out	\$ 7,500.00	I	40,000
1100	1610/BG	827802	Operating Transfer In	\$ 3,667.42	I	51,000
1100	1120/AS	827802	Operating Transfer In	\$ 3,832.58	I	40,000
1100	1120/AS	864370	Equipment	\$ 3,832.58	I	Ø

Requesting a transfer from Special Fund Property Characteristics (1122/AU) to fund our facilities modification request and purchase of additional desks, in the current fiscal year 23-24. This request stems from increase staffing and needing to reconfigure current office space to accommodate more Assessor staff.

JUSTIFICATION: As stated above or attached memo. DEPARTMENT HEAD BY 

Prepared by: Amanda Wolter

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TO COUNTY EXECUTIVE OFFICER:

- Sufficient balances remain in the accounts indicated to effect transfer as requested.
  - Insufficient balances are available to meet the above request within departmental budget.
- Requires transfer of \$ \_\_\_\_\_

REMARKS:

No. \_\_\_\_\_ Date 5/17/24 Acting AUDITOR-CONTROLLER BY 

COUNTY EXECUTIVE OFFICER:  RECOMMENDATION  APPROVAL  DENIED

COMMENTS:

Date 5/20/2024 COUNTY EXECUTIVE OFFICER 

ACTION OF BOARD OF SUPERVISORS:  APPROVED AS REQUESTED  APPROVED AS REVISED  OTHER

REMARKS:

Date 06/04/2024 DEPUTY CLERK OF THE BOARD OF SUPERVISORS 

JE NO. \_\_\_\_\_ Date \_\_\_\_\_ By: \_\_\_\_\_