

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

Dept./Office: Assessor-Clerk-Recorder

Date 09/04/2020

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
1100	EL/1410	864370	Equipment	\$ 6,858.35	I	26,800
1100	EL/1410	862189	Professional & Special Svcs	\$ 912.00	I	15,000
1100	EL/1410	825670	Federal Other	\$ 7,770.35	I	0

RECEIVED
SEP 8 2020
County of Mendocino
Auditor-Controller

Increase appropriations EL/1410 864370 Equipment by \$6,858.35 for purchase of voting processing equipment and EL/1410 862189 Professional & Special Services by \$912.00 for related maintenance costs from Neopost USA, Inc to manage increased Vote-By-Mail demand.

Increase budgeted revenues EL/1410 825670 Federal Other \$7,770.35 for full reimbursement through Help America Vote Act and elections CARES act funding.

JUSTIFICATION: As stated above or attached memo. DEPARTMENT HEAD By Neil Buttrick

Prepared by: Skylar Gravatt

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TO COUNTY EXECUTIVE OFFICER:

- Sufficient balances remain in the accounts indicated to effect transfer as requested. (Net zero impact)
 Insufficient balances are available to meet the above request within departmental budget.
 Requires transfer of \$ _____

REMARKS:

No. 09T003 Date 9/11/20 AUDITOR-CONTROLLER BY Chamuse Cubbin

COUNTY EXECUTIVE OFFICER: RECOMMENDATION APPROVAL DENIED

COMMENTS:

Date 9/11/20 COUNTY EXECUTIVE OFFICER [Signature]

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

REMARKS:

Date SEP 23 2020 DEPUTY CLERK OF THE BOARD OF SUPERVISORS [Signature]

JE NO. _____ Date _____ By: _____