

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 Skylar Gravatt

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

ACTION OF BOARD OF SUPERVISORS: ☒ APPROVED AS REQUESTED

☐ APPROVED AS REVISED

☐ OTHER

REMARKS:

Date SEP 23 2020

DEPUTY CLERK OF THE BOARD OF SUPERVISORS

JE NO. _____

Date _____

By: _____