

COUNTY OF MENDOCINO

REQUEST FOR APPROPRIATION, CANCELLATION OR REVISION OF FUNDS

Dept./Office: Grand JuryDate 05/25/2021

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	GJ/2060	862250	Transportation & Travel	\$ 25,000.00	D	\$ 39,352.89
1100	GJ/2060	862230	Info Tech Expense	\$ 25,000.00	I	\$ 0.00

Increase appropriations for the purchase of 19 department laptops due to COVID-19 and the implementation of working remotely has increased the need for Jurist to work more independently at their residence. Original quoted purchase price \$24,898.23. Decrease the expense line item for Travel due to COVID-19 Jurist have been staying at home and the need to travel to meetings, conferences and the Administration center has decreased.

JUSTIFICATION: As stated above or attached memo. DEPARTMENT HEAD By Darvie AntlePrepared by: Amanda WolterPh: 707-264-6036Email: woltera@mendocinocounty.org

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. 05T021Date 05/25/2021AUDITOR-CONTROLLER By Chamise CubbisonDigitally signed by Chamise Cubbison
Date: 2021.05.25 09:51:32 -07'00'

COUNTY EXECUTIVE OFFICER:

☐ RECOMMENDATION☒ APPROVAL☐ DENIED

COMMENTS:

Date 5/25/21COUNTY EXECUTIVE OFFICER Cherie JPHACTION OF BOARD OF SUPERVISORS: ☒ APPROVED AS REQUESTED☐ APPROVED AS REVISED☐ OTHER

REMARKS:

Date JUN 09 2021DEPUTY CLERK OF THE BOARD OF SUPERVISORS Amap

JE NO. _____

Date _____

By: _____