



FUND TRANSFER REQUEST FORM

2014 FTR-117

AGENCY Land & Water Resource		ORGANIZATION Parks				DATE 01/13/15	
TRANSFER AMOUNT(S) FROM				FOR ACCOUNTING USE ONLY			
Amount in Whole \$\$	Account Title	Account Number	Budget Amount	Encumbered Amount	Expended Amount	Balance	
1	\$11,000	Donation Revenue	LWRPKOP 81566	0	0	0	0
2							
3							
4							
5							
6							
7							
6							
TRANSFER AMOUNT(S) TO				FOR ACCOUNTING USE ONLY			
Amount in Whole \$\$	Account Title	Account Number	Budget Amount	Encumbered Amount	Expended Amount	Balance	
1	\$10,218	LTE-Pheasant Branch Expense	LWRPKOP 10076	0	0	0	0
2	\$ 782	Social Security Expense	LWRPKOP 10108	134600	-	-	134600
3							
EXPLANATION			ACTION				
<p>The Friends of Pheasant Branch have donated \$11,000 to the Parks Division for a Park Coordinator LTE position. The position will direct restoration and management activities for volunteers at the Pheasant Branch Conservancy. Tasks include invasive species removal, seeding & trail maintenance at Pheasant Branch. This will increase expense account LWRPKOP 10076 LTE-Pheasant Branch. These funds shall carry forward until expended.</p>			Dept/Committee	Date	Approved	Denied	
			Oversight Committee				
			Controller	11/16/15			
			County Executive	1-16-15			
			Finance Committee				
Initial Request to be submitted to Controller for fund availability. The Department Head will assume responsibility for getting oversight committee approval before submitting request.							