

FUND TRANSFER REQUEST FORM

AGENCY	Land & Water Res	ORGANIZATION	Parks	LEGISTAR FILE	2018 FTR-26		
TRANSFER AMOUNT(S) FROM				CURRENT BALANCES			
Amount in Whole \$\$	Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance	
1	30,000	Park Improvement Projects	LEWSLUNY 58036				
2							
3							
4							
5							
TRANSFER AMOUNT(S) TO				CURRENT BALANCES			
Amount in Whole \$\$	Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance	
1	\$30,000	Capital Trail Rehab	LEWSLUNY 58823				
2							
3							
4							
5							
EXPLANATION			APPROVALS				
To transfer \$30,000 from Park Improvement Projects to the Capital Trail Rehab account to repair emergency trail washouts, complete landscaping and bridge design for the ongoing Capital City Trail pavement restoration project. These funds shall carry forward until expended.				DATE	APPROVED	DENIED	
			Controller				
			County Executive				
Request should be entered into Legistar using the Fund Transfer file type and released into the fund transfer approval sequence. The Controller's Office will approve and refer the request as appropriate in Legistar and obtain the Controller and County Executive approvals. Departments should follow up with their oversight committee to ensure action is taken and recorded in Legistar.							