

**FUND TRANSFER REQUEST FORM**

<b>AGENCY</b> Land & Water Resources	<b>ORGANIZATION</b> Parks	<b>LEGISTAR FILE #</b> 2021 FTR-020
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TRANSFER AMOUNT(S) FROM (Decrease Expenditure or Increase revenue)					CURRENT BALANCES	
Amount in Whole \$\$	Account Title	Account Code (ORG-OBJECT-PROJECT)			Budgeted Amount	Available Balance
1	3,400.00	Heritage Center Roof Replace	CPLWRESC	57629		
2						
3						
4						
	3,400.00	TRANSFER FROM TOTAL				

TRANSFER AMOUNT(S) TO (Increase Expenditure or Decrease Revenue)					CURRENT BALANCES	
Amount in Whole \$\$	Account Title	Account Code (ORG-OBJECT-PROJECT)			Budgeted Amount	Available Balance
1	3,400.00	Lk Farm/Lussier Renewable Enrg	CPLWRESC	57714		
2						
3						
4						
	3,400.00	TRANSFER TO TOTAL				

<b>EXPLANATION:</b> (Ensure to include a complete description free of acronyms detailing what the transfer accomplishes and why it is needed.)	<b>APPROVALS</b>			
To transfer funds from the Heritage Center Roof Replace Expense account to the Lake Farm/Lussier Renewable Energy Expense account to allow a change order to be processed and final invoice to be paid to Vogel Bros. Building Co for the Lussier Heritage Center & Lake Farm Park solar project.		DATE	APPROVED	DENIED
	Oversight Committee			
	Controller			
	County Executive			
	Finance Committee			
	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.			