

FUND TRANSFER REQUEST FORM

AGENCY	Land & Water Res	ORGANIZATION	Water Resource Engineering	LEGISTAR FILE #	2017 FTR-23		
TRANSFER AMOUNT(S) FROM				CURRENT BALANCES			
Amount in Whole \$\$	Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance	
1	7,536	Sale of County Property	LWRPKOP 84830				
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	7,000	LTE Expense	LWRPKOP 10072				
2	536	Social Security	LWRPKOP 10108				
3							
4							
5							
EXPLANATION			APPROVALS				
To transfer \$7,536 from Sale of County Property revenue account to Parks LTE Expense and Social Security Expense for boundary signing of new properties. This work will be completed at the Schuepbach Property (Capital City Trail), Anderson Farm County Park, Token Creek carp pond, Jeffy Trail replacement property, the Wilke Preserve and two streambank easements. 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.							