

FUND TRANSFER REQUEST FORM

AGENCY Land & Water Res		ORGANIZATION Water Resource Engineering		LEGISTAR FILE # 2017 FTR-09			
TRANSFER AMOUNT(S) FROM				CURRENT BALANCES			
Amount in Whole \$\$		Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance
1	19,500	Intergovernmental Revenue	LWRWRED 81793				
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	18,114	LTE Expense	LWRWRED 10072				
2	1,386	Social Security	LWRWRED 10108				
3							
4							
5							
EXPLANATION			APPROVALS				
<p>To increase the Intergovernmental Revenue account LWRWRED 81793 due to adding inspections for the City of Fitchburg for Erosion Control & Stormwater permitting and to also increase LTE Expense and Social Security to staff an LTE Erosion Control Specialist for the summer to perform inspections.</p>				DATE	APPROVED	DENIED	
			Controller				
			County Executive				
			<p>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.</p>				