

FUND TRANSFER REQUEST FORM

AGENCY HIGHWAY		ORGANIZATION			LEGISTAR FILE # 2025 FTR-022			
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	\$100,000.00	CTH D-MCKEE RD TO GREENWAY CR	HWCONCAP	57261		\$225,553.00	\$225,553.00	
2	\$22,794.76	CTH A-BRIDGE B-13-055	HWCONCAP	58231		\$91,750.94	\$91,750.94	
3	\$28,434.82	CTH JG-BRIDGE B-13-0069	HWCONCAP	58235		\$28,434.82	\$28,434.82	
4	\$48,770.42	CTH Y-BRIDGE B-13-0589	HWCONCAP	58241		\$48,770.42	\$48,770.42	
	\$200,000.00	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	\$25,000.00	CTH MM-MCCOY RD TO USH 12/18	HWCONCAP	59235		\$60,000.00	\$2,291.95	
2	\$75,000.00	CTH MM-USH 12/18 TO CTH MC	HWCONCAP	59236		\$55,000.00	\$43.97	
3	\$20,000.00	CTH JJ-BRIDGE P130918	HWCONCAP	51013		\$50,000.00	\$3,000.00	
4	\$80,000.00	CTH G-BRIDGE B130039	HWCONCAP	58181		\$264,529.71	\$62,317.73	
	\$200,000.00	TRANSFER TO TOTAL						
EXPLANATION: (Ensure to include a complete description free of acronyms detailing what the transfer accomplishes and why it is needed.)			APPROVALS					
Lines 1 and 2 - CTH MM Projects: Due to Highway staff workload, an outside engineering consultant is being retained to finish final design for these federally funded projects in order to meet State letting deadlines. Line 3: The CTH JJ bridge project is federally funded and State design costs exceeded the federal contribution threshold amount which resulted in increased design costs on the local level. Line 4: The CTH G bridge is in the final stage of construction and costs came in higher than anticipated due to unforeseen foundation issues of the existing bridge.				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.					