DEPARTMENT/FUND
APPROPRIATION ADJUSTMENT FORM

Fiscal Year	Agenda Item needed (yes/no)	Anticipated Meeting Date if applicable	Memo Attached if Board item
2023/2024	Yes	11/15/2023	☐

Please use one form per agenda item.

Sources (Fund Balance, Revenues, Transfers In, etc…)							
Fund	**Input "yes" if change in Fund Balance (2511)**	**Cost Center**	**Sub Ledger**	**Object Code**	**Subsidiary**	**Current Budget**	**Adjustment Add/ (Subtract)**
10		3360243	C.3111624	460002		$297,008	$125,000
Insert rows above this line and copy New Revised Budget formula down							
						Net Source Adjustment	$125,000

Uses (Expenditures, Transfers Out, etc….)							
Fund		**Cost Center**	**Sub Ledger**	**Object Code**	**Subsidiary**	**Current Budget**	**Adjustment Add/ (Subtract)**
124		3111624		599500		$6,871,403	($125,000)
124		3111624	C.3360243	560002		$0	$125,000
10		3360243		533475		$3,363,401	$125,000
Insert rows above this line and copy New Revised Budget formula down							
						Net Use Adjustment	$125,000

Net Change	$0

Prepared by:	Sylvia Mondejar	Date:

Explanation:	Transfer to I.T. for additional Accela licensing cost. - Discussion/approval/disapproval of a budget amendment to budget capacity for the Accela Software Licensing expense in the amount of $125,000. Approval requires a FY 23 amendment to transfer budget capacity out from Fund 124 (Public Works/Dev Roadwy Contrib) and transfer into (General Fund/Information Technology) to increase expenditure appropriations (Joe Ortiz/Robert Stanley)

TYPE OF REQUEST:

- ☐ **Transfer within same Cost Center**
- ☐ **Transfer between Cost Centers within same Fund**
- ☑ **Transfer between Funds or Transfer In/Out adjustments**
- ☐ **Transfer from/to of Reserve/Contingency (e.g., new grant, change in special revenue projection, new pro**
- ☐ **Change in Fund Balance Appropriation**

For Budget Office Use Only

BUDGET OFFICE APPROVAL	COUNTY MANAGER APPROVAL	POSTED
BY:_____	BY:_____	BY:_____
DATE: _____	DATE: _____	DATE:_____