

**COUNTY OF SAN MATEO  
APPROPRIATION TRANSFER REQUEST**

REQUEST NO.

ATR18-023

DEPARTMENT: COUNTY MANAGER'S OFFICE - PROJECT DEVELOPMENT UNIT

DATE 01/31/2018

**1. REQUEST TRANSFER OF APPROPRIATION AS LISTED BELOW:**

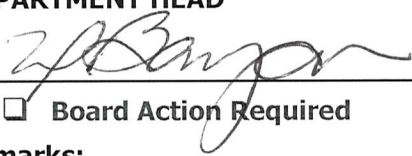
	CODES		AMOUNT	DESCRIPTION
	FUND OR ORG	ACCOUNT		
<b>FROM</b>	80120	8612	\$416,409	Non-Departmental / ERAF Reserves
<b>TO</b>	12310	7211	\$416,409	Fixed Assets – Structures/Improvements

**Justification (Attach Memo if Necessary)**

Appropriation Transfer Request appropriating \$416,409 from Non-Departmental Reserves to purchase existing trailers rented by PDU for office space. This action would reduce the cost required to provide PDU staff with existing county office space. This trailer complex is anticipated to have a usable life of 20 to 25 additional years. Additional details can be found in the Board memorandum.

DEPARTMENT HEAD

DATE 1/31/2018

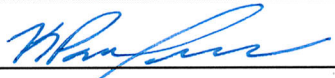


2.  Board Action Required       Four-Fifths Vote Required       Board Action Not Required

Remarks:

COUNTY CONTROLLER

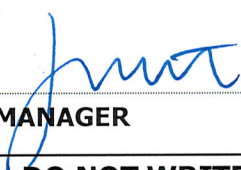
DATE



2/21/18

3.  Approve as Requested       Approve as Revised       Disapproved

Remarks:



COUNTY MANAGER

DATE

2.22.18

**DO NOT WRITE BELOW THIS LINE – FOR BOARD OF SUPERVISORS USE ONLY**

BOARD OF SUPERVISORS, COUNTY OF SAN MATEO, STATE OF CALIFORNIA  
RESOLUTION TRANSFERRING FUNDS

RESOLUTION NO. \_\_\_\_\_

RESOLVED, by the Board of Supervisors of the County of San Mateo, that

WHEREAS, the Department hereinabove named in the Request for Appropriation, Allotment or Transfer of Funds has requested the transfer of certain funds as described in said Request; and

WHEREAS, the County Controller has approved said Request as to accounting and available balances, and the County Manager has recommended the transfer of funds as set forth hereinabove:

NOW, THEREFORE, IT IS HEREBY ORDERED AND DETERMINED that the recommendations of the County Manager be approved and that the transfer of funds as set forth in said Request be effected.

Regularly passed and adopted this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_\_\_

Ayes an in favor of said resolution:  
Supervisors: \_\_\_\_\_

Noes and against said resolution:  
Supervisors: \_\_\_\_\_

Absent  
Supervisors: \_\_\_\_\_

\_\_\_\_\_  
PRESIDENT, BOARD OF SUPERVISORS  
COUNTY OF SAN MATEO

ATTEST: \_\_\_\_\_  
Clerk of Said Board