

COUNTY OF SAN MATEO APPROPRIATION TRANSFER REQUEST				REQUEST NO. <i>ATR 19-014</i>
DEPARTMENT: REAL PROPERTY SERVICES				DATE: 10/18/18
1. REQUEST TRANSFER OF APPROPRIATION AS LISTED BELOW:				
	CODES			
	FUND OR ORG	ACCOUNT	AMOUNT	DESCRIPTION
FROM	12210	8612	136,000	Departmental Reserves
TO	12210	4128	136,000	Regular Pay Adjustments
Justification (Attach Memo if Necessary): ATR needed to move funds from Departmental Reserves to cover the higher classification cost for the interim appointment of a Real Property Manager and a six-month double fill of the position, through the end of FY 2018-19. The Departmental Reserve will maintain the minimum two percent Reserve requirement.				
DEPARTMENT HEAD: Justin Mates <i>[Signature]</i>				DATE: 10/30/18
2. <input type="checkbox"/> Board Action Required <input checked="" type="checkbox"/> Four-Fifths Vote Required <input type="checkbox"/> Board Action Not Required Remarks:				
COUNTY CONTROLLER <i>[Signature]</i>				DATE <i>11/14/18</i>
3. <input type="checkbox"/> Approve as Requested <input type="checkbox"/> Approve as Revised <input type="checkbox"/> Disapproved Remarks:				
COUNTY MANAGER <i>[Signature]</i>				DATE <i>11/20/18</i>
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 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