

**COUNTY OF SAN MATEO  
APPROPRIATION TRANSFER REQUEST**

REQUEST NO.  
ATR3 017

DEPARTMENT Assessor-County Clerk-Recorder DATE 12/19/02

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

	C O D E S		AMOUNT	DESCRIPTION
	FUND OR ORG.	ACCOUNT		
From	13400	2212	721,856 00	Unanticipated Rev. - Micrographic Conversion
To	13400	5212	17,500 00	Computer Equipment Less Than \$3,000
	13400	5213	416,059 00	PC/LAN Software
	13400	5423	32,590 00	Computer/Electro/Equipment Maintenance
	13400	5856	235,000 00	Contract Special Program Services
	13400	7311	20,707 00	Fixed Assets - Equipment

Justification: (Attach Memo if Necessary)

Transfer of funds needed to cover the cost of hardware and software upgrades, web programming services and e-recording projects for the Assessor-Clerk-Recorder Department.

DEPARTMENT HEAD

BY: *M. Shaw*

DATE 12/19/02

2.  Board Action Required

Four-Fifths Vote Required

Board Action Not Required

Remarks:

COUNTY CONTROLLER

BY: *J. [Signature]*

DATE 12.20.02

3.  Approve as Requested

Approve as Revised

Disapprove

Remarks:

COUNTY MANAGER

BY: *J. [Signature]*

DATE 12.30.02

**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 \_\_\_\_\_, 19\_\_\_\_.

Ayes and in favor of said resolution:

Noes and against said resolution:

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

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