

COUNTY OF LAKE
OFFICE OF THE AUDITOR-CONTROLLER

COUNTY OF LAKE

BUDGET TRANSFER

Fiscal Year: 25/26

Budget Title: District Attorney
Budget Unit No. 2110

Budget Transfer #B _____
(Admin. Office Completes this section)

TRANSFER FROM:

From: Fund 001 Dept 2110
(000) (0000)

Account (000.00-00)	Account Title	Amount
721.16-00	Jury & Witness Fees	\$ 125
721.28-59	Spec Dept/Software Subsc	\$ 14,250
		\$
		\$
		\$

TRANSFER TO:

To: Fund 001 Dept 2110
(000) (0000)

Account (000.00-00)	Account Title	Amount
721.17-00	Maintenance Equipment	\$ 125
721.62-71	Capital FA Equip/Office	\$ 14,250
		\$
		\$
		\$

Department's explanation of why savings will be available in the account from which the money is requested to be transferred:

16-00: Actual expenses were less than originally budgeted

28-59: this is the portion of the initial subscription cost of our new case mgmt system which should have been capitalized

Department's justification & explanation of why transfer is necessary (A brief statement such as, "To cover anticipated deficit," is not adequate and, therefore, not acceptable.)

17-00: there was a general journal entry made in the 2nd week of July which I did not make allowances for

62-71: this is the portion of the initial subscription cost of our new case mgmt system which should have been capitalized

Authorized Department Signature: _____

Date: 7/28/26

☐ APPROVED

☐ DENIED

COUNTY ADMINISTRATIVE OFFICER

DATE

CHAIRPERSON, BOARD OF SUPERVISORS

DATE

Auditor-Controller Use Only

Date _____ JE# _____ By: _____