

BUDGET ADJUSTMENT REQUEST
Increase/Decrease Between Expenses
Increase/Decrease Between Revenues

REVISED

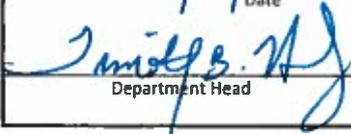
Fiscal Year: **2017-2018**

Date: 04/05/18
 Division: Napa Sanitation District
 Prepared By: Cyndi Bolden
 Phone: 707.258.6001

Board # (If Appl): N/A
 Budget Journal ID: NSD008
 Journal Entry ID: _____
 Date Posted: _____

Fund	Sub-Division	Account	Program	Descriptions	Increase	Decrease
7800	7806000	54500		Property Taxes	350.00	
7800	7806000	52490		Other Professional Services		350.00
Adjustment Totals					350.00	350.00

Justification: To cover expenses for the 2nd Installment of the property taxes.

Department Authorization	Auditor-Controller	CEO's Recommendation	Board of Supervisor's Action
Budget Adjustment and Related Journal Entry, if applicable, reviewed and approved. <u>4/5/2018</u> Date  Department Head	Budget Adjustment and Related Journal Entry, if applicable, approved as to Accounting Form. _____ Date Auditor-Controller	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove _____ Date Budget Adjustment is in Accordance with Board Resolution 03-112 (>\$10,000) _____ Date County Executive Officer	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove _____ Date _____ Date Agenda Item _____ Date Clerk of the Board of Supervisors

DIRECTION TO NAPASAN FINANCE --

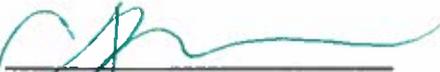
Description:

This budget transfer is to cover expenses for the 2nd Installment of the property taxes.

Please initiate the following budget transfers:

	Fund
	7800
 Reduce:	
7806000/52490	350 Plant Reclamation - Other Professional Services
	<hr/>
	Total 350

Then,	
Increase:	
7806000/54500	350 Reclamation - Property Taxes
	<hr/>
	Total 350



Finance Department

4/5/18
Date



Jeff Tucker, DAS/CFP

4/8/18
Date