

MEMORANDUM

SHASTA COUNTY DEPARTMENT OF RESOURCE MANAGEMENT
1855 Placer Street, Redding, CA 96001

Environmental Health

Suite 201
225-5787

Administration

Suite 200
225-5789

Air Quality Management

Suite 101
225-5674

Planning Division

Suite 103
225-5532

Community Education Section

Suite 200
225-5789

Building Division

Suite 102
225-5761

TO: Brian Muir, Auditor-Controller
Auditor-Controller's Office

FROM: Richard W. Simon, Director of Resource Management

DATE: October 16, 2017

SUBJECT: BUDGET AMENDMENT- 40200,28200,28600,00373 BUDGET UNITS, SOFTWARE UPGRADE

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A budget amendment is requested in Resource Management Department for the following:

Environmental Health Division, BU 40200 increasing appropriations by \$22,250 in the Capital Asset Software Account and increasing Permit Revenue by \$22,500.

Planning Division, BU 28600 increasing appropriations by \$22,250 in the Capital Asset Software Account and increasing Permit Revenue by \$22,500.

Building Division, BU 28200 increasing appropriations by \$22,250 in the Capital Asset Software Account and increasing Permit Revenue by \$22,500.

Air Quality Management District, BU 00373 increasing appropriations by \$22,250 in the Capital Asset Software Account and increasing Permit Revenue by \$22,500.

After preparing the budget transfer document, please forward it to the County Administrative Office for approval. The Department intends to take this to the Board of Supervisors for approval on November 7, 2017 and the Shasta County Air Board on November 7, 2017.

If you have any questions, please contact Ronni at extension 5404. Thank you for your assistance in this matter.

RS/rh

Attachment

cc: Terri Howat, County Chief Financial Officer
Laura Sumner, CAO Administrative Analyst I