



## SHASTA COUNTY

### OFFICE OF THE ASSESSOR RECORDER

1450 Court Street, Room 208-A  
Redding, CA 96001-1667  
(530) 225-3600 (530) 225-5673 FAX  
[www.co.shasta.ca.us](http://www.co.shasta.ca.us)

LESLIE MORGAN, ASSESSOR-RECORDER

### -MEMORANDUM-

TO: Brian Muir, Auditor-Controller  
FROM: Leslie Morgan, Assessor-Recorder  
DATE: December 4, 2017  
RE: Budget Amendment

A handwritten signature in black ink, appearing to read "Leslie Morgan", is written over the "FROM:" line.

---

Please prepare a FY 2017-2018 budget amendment to align the Records Office FY 2017-2018 budgets to projected revenue and expenditures per the attached detail. This budget amendment is going to the Board of Supervisors Office for consideration on December 12, 2017.

Thank you.

**Budget Amendment**

RECORDER

DEPARTMENT NAME

**APPROPRIATIONS**

INCREASE &lt;DECREASE&gt;

ORG KEY	ACCOUNT	ACCOUNT DESCRIPTION	BUDGET READS	BUDGET SHOULD READ	AMOUNT OF TRANSFER (+/-)
29000	034591	CHGS OC POSTAGE SVS	22,000	15,881	(6,119)
29000	065317	TYLER-EAGLE RECORDER	273,284	319,403	46,119
				0	0
				0	
				0	
				0	
				0	
				0	
				0	
				0	
				0	
				0	
				0	
TOTAL					40,000

**REVENUE**

INCREASE &lt;DECREASE&gt;

ORG KEY	ACCOUNT	ACCOUNT DESCRIPTION	BUDGET READS	BUDGET SHOULD READ	AMOUNT OF TRANSFER (+/-)
29000	679220	RECORDERS MODERNIZATION FEES	150,000	190,000	40,000
				0	
				0	
				0	
				0	
				0	
				0	
				0	
				0	
				0	
				0	
				0	
TOTAL					40,000