



## Budget Adjustment Authorization

Submittal Date \*

12/12/2022

For Fiscal Years \*

2022-2023

Contact First Name \*

Krista

Contact Last Name \*

Riggs

Department \*

Library

Department/Org #

09110

Department Head Name \*

Krista Riggs

Will this Budget Adjustment be Board Approved? \*

☒ Yes

☐ No

Draft Board Letter

Upload

If Board Approved, indicate the target Board date: \*

1/10/2023

Please Select \*

☐ Transfer of Appropriations ☒ Receipt of Unanticipated Revenue

Please select the document type(s) from the check boxes above. Your selection will remove unneeded fields from the form. Transfer of Appropriations Transfer From.

### Receipt of Unanticipated Revenue

Fund Name \*

General Fund

Fund # \*

0100

### Appropriations

Org # \*

09110

Org Description \*

Library Administration

Account # \*

721900

Account Description \*

Special Department Expense

Amount \*

7,128

[Add](#)

Total

\$ 7,128.00

### Revenues

Org # \*

09110

Org Description \*

Library Administration

Account # \*

659000

Account Description \*

Other - Government Agency

Amount \*

7,128

[Add](#)

Total

\$ 7,128.00

**Totals in Appropriations and Revenues must match**

**Unanticipated Revenue is Derived from \***

MCL applied again this year for the Zip Books grant through the California State Library, which allows patrons to request books that the library doesn't own through Amazon. The books are delivered directly to the patrons' homes, and then returned to their local library to be added to the collection. The program increases access to materials while also helping

(Describe the Revenue Source, Grant Name, Legislation, etc.)

## Section

**Name \***

Krista Riggs

**Title \***

Library Director

## Auditor to Complete

**TO AUDITOR-CONTROLLER:** This request is deemed necessary by this department. Please report as to the accounting and available balances and forward to the Administrative Officer for his recommendation or action.

**Approved as to Availability of Funds: \***

☒ Yes ☐ No

**Auditor Controller's # \***

22-087

**Signature**

*David E. Richstone*

**Auditor Name \***

David Richstone

**Date \***

12/20/2022

The County Auditor-Controller is authorized to make such budgetary adjustments as will carry out the intent and purpose of this budget adjustment.

## Administrative Officer to Complete

**Administrative Officer's Report \***

County Administration has reviewed this request, and it is recommended for approval.

**Please Select \***

☒ Recommended ☐ Approve as Requested ☐ Approve as Revised

**Signature \***

*Jessica Leon*

**Admin Officer Name \***

Jessica Leon

**Date \***

12/21/2022

## Attached for Board Approval

\*

☐ Completed