

BUDGET TRANSFER REQUEST

CONTROL NO 25C-0077
(To be assigned by OMB)BCC
nmFUND NO 1023 DEPARTMENT(S) Administrative Services DATE: 3/25/2025

Request the following transfer be made for the reason(s) stated:

	AGENCY	ORGANIZATION	OBJECT	APPR	AMOUNT FROM	AMOUNT TO
NO.	023	0475	9550	KQA	\$200,000	
TITLE		Reserves	Reserve - Future Capital Outlay			
NO.	043	2054	3110	EBN		\$200,000
TITLE		Courthouse Space Study	Research and Studies			
TOTAL:					\$200,000	\$200,000

JUSTIFICATION (to be completed by OMB): This budget transfer is necessary to advance \$200,000
budgeted in fiscal year 2026 to encumber the purchase order for the entire courthouse
space study according to the timeline to complete the work. The funding will be transferred from
current capital reserves and the fiscal year 2026 budget will be lowered by \$200,000.
This budget transfer will not increase the total project cost.

REQUESTED BY Original on file
(Department Manager)RECOMMENDED BY: 
Office of Management & Budget

(County Comptroller)

APPROVED / DISAPPROVED

Board of County Commissioners / County Administrator: _____