



A Tradition of Stewardship  
A Commitment to Service

**County Executive Office**

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**Minh C. Tran**  
County Executive Officer

## MEMORANDUM

To: Board of Supervisors	From: Becky Craig, Assistant CEO
Date: December 10, 2021	Re: BOS Agenda for 12/14/2021 Consent Item 7O

Upon further review, it is determined that there is adequate fund balance in Affordable Housing Projects 20800-10 because monies were appropriated in FY 2018-2019 for payment, were carried forward in FY 2019-20, lapsed June 30, 2020, and have not been used. An intrafund transfer is not needed from Affordable Housing Subdivision 20800-00. The requested action should read:

Increase appropriations by \$130,000 in Affordable Housing Projects (20800-10, Account 56500) from available fund balance for the outstanding loan payment.

Cc: County Executive Officer  
County Counsel  
Department Head