Anita Guerra

From: Linda Jimenez
Sent: Thursday, May 11, 2017 3:50 PM
To: Anita Guerra
Cc: Martin Aguirre
Subject: Agenda Item

Importance: High

Anita,

I need an agenda item for Line Item Transfer to cover overtime deficit for The deficit is for overtime hours paid on 5/2/2017 for 10 hours worked on 4/24 & 4/26.

The OT account number 2701-3010-001-413000 (overtime) needs a total of $225.00

Get funds needed from account number 12701-3010-001-41000 (Payroll Cost) total of $225.00

✓	LIJIMENEZ	✓	RELIZALDE	✓	MAGUIRRE			Y
✓	LIJIMENEZ	✓	RELIZALDE	✓	MAGUIRRE			Y
✓	LIJIMENEZ	✓	RELIZALDE	✓	MAGUIRRE			Y
✓	LIJIMENEZ	✓	RELIZALDE	✓	MAGUIRRE			Y
✓	LIJIMENEZ	✓	RELIZALDE	✓	MAGUIRRE			
✓	LIJIMENEZ	✓	RELIZALDE	✓	MAGUIRRE			Y
✓	LIJIMENEZ	✓	RELIZALDE	✓	MAGUIRRE			Y
✓	LIJIMENEZ	✓	RELIZALDE	✓	MAGUIRRE			Y
✓	LIJIMENEZ	✓	RELIZALDE	✓	MAGUIRRE			Y
✓	LIJIMENEZ	✓	RELIZALDE	✓	MAGUIRRE			

Linda Jimenez
Finance/Administrative Supervisor