



Deschutes County Board of Commissioners  
1300 NW Wall St, Bend,  
OR 97703

(541) 388-6570 – Fax (541) 385-3202 – <https://www.deschutes.org/>

## **AGENDA REQUEST & STAFF REPORT**

### **For Board of Commissioners Business Meeting of September 28, 2016**

**DATE:** September 16, 2016

**FROM:** Wayne Lowry, Finance, 541-388-6559

**TITLE OF AGENDA ITEM:**

Consideration of Board Signature of Resolution # 2016-057, Transferring Appropriations in the Deschutes County Community Development Fund, the Community Development Groundwater Partnership Fund and the Newberry Neighborhood Fund.

**PUBLIC HEARING ON THIS DATE?:** No

**CONTRACTOR:** N/A

**AGREEMENT TIMEFRAME:** N/A

**INSURANCE:** N/A

**BACKGROUND AND POLICY IMPLICATIONS:**

Consideration of Resolution # 2016-057. Community Development would like to fund the Groundwater Partnership fund to provide funding for the septic retrofit rebate program. This budget adjustment moves \$100,000 from the Newberry Neighborhood fund to the Groundwater Partnership fund where the grants are expended. It also moves \$100,000 of spending authority from the contingency in the Community Development operation fund to the Groundwater Partnership fund to provide the budget for the program.

**FISCAL IMPLICATIONS:**

A transfer of appropriations from fund #295 to fund #296 and a transfer of funds from fund #297 to fund #296.

**ATTENDANCE:**

Consent

**RECOMMENDATION & ACTION REQUESTED:**

Staff recommends Board approval and signature of Resolution #2016-057.



For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON

A Resolution Transferring Appropriations \*
Within the Various Funds of the 2016-2017 \* RESOLUTION NO. 2016-057
Deschutes County Budget and Directing Entries \*

WHEREAS, attached is a request from the Community Development Department requesting a transfer of appropriations to allow for additional resources in the septic retrofit rebate program, and

WHEREAS it is necessary to transfer appropriations within the Deschutes County Budget to accommodate the request; now therefore,

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON, as follows:

Section 1. That the following transfers of appropriations be made:

Table with 2 columns: Description of fund transfer and Amount. Includes Community Development Fund #295, #296, Newberry Neighborhood Fund #297, and Transfers Out.

Section 2. That the Finance Director make the appropriate entries in the Deschutes County Budget document to show the above appropriations.

DATED this \_\_\_\_\_nd day of June, 2016.

BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON

ALAN UNGER, Chair

TAMMY BANEY, Vice-Chair

ANTHONY DEBONE, Commissioner

ATTEST:

Recording Secretary

## Lacy Nichols

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**From:** Sherri Pinner  
**Sent:** Thursday, September 08, 2016 9:59 AM  
**To:** Wayne Lowry  
**Cc:** Lacy Nichols; Jeanine Faria; Nick Lelack  
**Subject:** Appropriation transfer request Funds 295, 296 & 297  
**Attachments:** Appropriation Transfer Funds 295 296 and 297.xls

Wayne,

Please see the attached appropriation transfer request submitted for the following reason:

Resources of the Newberry Neighborhood Fund will be transferred to the CDD Groundwater Partnership Fund. These resources will be used for the septic retrofit rebate program. In order to expend these additional resources, it is necessary to transfer authority to expend (appropriation transfer) from CDD Operating Fund to the CDD Groundwater Partnership Fund.

Please let me know if you have any questions or need additional detail.

Thank you,

Sherri Pinner  
Management Analyst  
Community Development Department  
541-385-1712

Deschutes County  
Appropriation Transfer Request

Item	Line Number (HTE 14 digit code)	Category (Pers, M&S, Cap Out, Contingency)	Description (Element-Object, e.g. Time Mgmt, Temp Help, Computer Hardware)	Current Budgeted Amount	To (From)	Revised Budget
1	296-3600-419.59-20	Materials & Services	Grants/Contributions Misc	9,050	100,000	109,050
2	295-3601-501-97-01	Contingency	Contingency	908,788	(100,000)	808,788
3	297-3600-491.96-45	Transfers Out	To Fund 296	-	100,000	100,000
4	297-3600-501-97-01	Contingency	Contingency	154,266	(100,000)	54,266
<b>TOTAL</b>				<b>1,072,104</b>	<b>-</b>	<b>1,072,104</b>

A transfer of appropriation is required for the following reason and will be used for the following purpose:  
Resources of the Newberry Neighborhood Fund will be transferred to the CDD Groundwater Partnership Fund. These resources will be used for the septic retrofit rebate program. In order to expend these additional resources, it is necessary to transfer the authority to expend (appropriation transfer) from CDD Operating Fund to the CDD Groundwater Partnership Fund.

Fund:	Community Development
Dept:	Community Development
Requested by:	Nick Lelack
Date:	September 8, 2016