



Deschutes County Board of Commissioners  
1300 NW Wall St., Suite 200, Bend, OR 97701-1960  
(541) 388-6570 - Fax (541) 385-3202 - [www.deschutes.org](http://www.deschutes.org)

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**AGENDA REQUEST & STAFF REPORT**

**For Board Business Meeting of June 22, 2016**

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*Please see directions for completing this document on the next page.*

**DATE:** June 3, 2016

**FROM:** Wayne Lowry *W.L.* Finance Phone # (541) 388-6559

**TITLE OF AGENDA ITEM:**

Consideration and signature of Resolution #2016-028, transfer of appropriation within the Sheriff's Office Fund.

**PUBLIC HEARING ON THIS DATE?** NO

**BACKGROUND AND POLICY IMPLICATIONS:**

Consideration of Resolution #2016-028. Due to unanticipated expenditures related to investigative funds and asset forfeiture funds, an appropriation transfer from Contingency to Materials & Services is required.

**FISCAL IMPLICATIONS:**

A transfer of appropriation from Contingency to Materials & Services for \$182,000 is necessary.

**RECOMMENDATION & ACTION REQUESTED:**

Approval and signature of Resolution #2016-028.

**ATTENDANCE:** Wayne Lowry

**DISTRIBUTION OF DOCUMENTS:**

Wayne Lowry, Finance Department 388-6559  
Shane Nelson, Sheriff's Office 317-3118  
Beth Raguine, Sheriff's Office 617-3346

REVIEWED  
LEGAL COUNSEL

For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON

A Resolution Transferring Appropriations \*  
Within the Various Funds of the 2015-2016 \* RESOLUTION NO. 2016-028  
Deschutes County Budget and Directing Entries \*

WHEREAS, attached is an e-mail from the Sheriff's Office requesting a transfer of appropriations, 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:

FROM:	255-4500-501.97-01	Deschutes County Sheriff's Office, Non-Departmental, Contingency	\$ 182,000
TO:	255-4400-421.59-03	Deschutes County Sheriff's Office, Other Law Enforcement Svcs, Local Grants	\$ 182,000

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

ATTEST:

\_\_\_\_\_  
TAMMY BANEY, Vice-Chair

\_\_\_\_\_  
Recording Secretary

\_\_\_\_\_  
ANTHONY DEBONE, Commissioner

## Lacy Nichols

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**From:** Beth Raguine  
**Sent:** Wednesday, June 01, 2016 1:26 PM  
**To:** Wayne Lowry  
**Cc:** Lacy Nichols; Jeanine Faria  
**Subject:** appropriation transfer request  
**Attachments:** Appropriation transfer request 6.1.16.xls

Wayne,

Please see the attached appropriation request. This request is due to unplanned expenses in the Sheriff's Office Investigations department. These expenses relate to investigative funds in Fund 881 and asset forfeiture funds in Fund 898. Due to these unplanned expenses, an adjustment needs to be made to the Materials and Services budget for Fund 255. Please let me know if you have any questions.



***Beth Raguine, Business Manager***  
**Deschutes County Sheriff's Office**  
Desk: 541-617-3346 / Main Office: 541-388-6655  
63333 W. Highway 20 \* Bend, OR 97703  
[sheriff.deschutes.org](http://sheriff.deschutes.org)   
***Proudly Serving Our Community***

Deschutes County  
Appropriation Transfer Request

Item	Line Number	Category	Description	Current Budgeted Amount	To (From)	Revised Budget
Item	(HTE 14 digit code)	(Pers, M&S, Cap Out, Contingency)	(Element-Object, e.g. Time Mgmt, Temp Help, Computer Hardware)			
1	255-4400-421.59-03	Materials & Services	Grants, Loans, Reimbursements	-	182,000	182,000
2	255-4500-501.97-01	Contingency	Contingency	6,092,897	(182,000)	5,910,897
<b>TOTAL</b>				<b>6,092,897</b>	<b>-</b>	<b>6,092,897</b>

A transfer of appropriation is required for the following reason and will be used for the following purpose:

Unbudgeted expenses in the amount of \$112,000 for investigative funds in Fund 881, and \$70,000 for asset forfeiture funds in Fund 898. These expenses were previously charged to Fund 255-4400-421.59-03.

Fund:  
Dept:  
Requested by:  
Date:

255
4400
Beth Raguine
6/1/2016