



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

AGENDA REQUEST & STAFF REPORT

For Board Business Meeting of June 22, 2016

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

DATE: June 2, 2016

FROM: Wayne Lowry  Finance Phone # (541) 388-6559

TITLE OF AGENDA ITEM:

Consideration and signature of Resolution #2016-046, transfer of appropriation within the Deschutes County General Fund – Assessor's Office.

PUBLIC HEARING ON THIS DATE? NO

BACKGROUND AND POLICY IMPLICATIONS:

Consideration of Resolution #2016-046. A transfer of appropriation is necessary due to unanticipated expenditures for office furniture and equipment in the Assessor's Office.

FISCAL IMPLICATIONS:

A transfer of appropriation from Personnel to Materials & Services for \$70,000 is necessary.

RECOMMENDATION & ACTION REQUESTED:

Approval and signature of Resolution #2016-046.

ATTENDANCE: Wayne Lowry

DISTRIBUTION OF DOCUMENTS:

Wayne Lowry, Finance Department 388-6559
Scot Langton, Assessor's Office 388-6513

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. 2016-046
Deschutes County Budget and Directing Entries *

WHEREAS, attached is an e-mail 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: 001-0200-419.18-75 Deschutes County General Fund - Assessor's Office,
Extra Help \$ 70,000
- TO: 001-0200-419.66-60 Deschutes County General Fund - Assessor's Office,
Minor Office Furniture & Fixtures \$ 47,000
- TO: 001-0200-419.66-70 Deschutes County General Fund - Assessor's Office,
Computers & Peripherals \$ 23,000

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

From: Scot Langton
Sent: Friday, June 03, 2016 8:51 AM
To: Wayne Lowry
Cc: Lacy Nichols; Tana West; Jeanine Faria
Subject: Appropriation Transfer Fund 001 Dept 02.xls
Attachments: Appropriation Transfer Fund 001 Dept 02.xls

Hi Wayne,

Would like to request that Finance prepare a resolution to transfer appropriations per attached.

If questions or need anything else please let me know

Thanks,
Scot

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Scot W. Langton  
Deschutes County Assessor  
1300 N.W. Wall St. Suite 200  
Bend, OR 97703  
Voice (541) 388-6513  
[mailto:Scot\\_Langton@Deschutes.org](mailto:Scot_Langton@Deschutes.org)  
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Deschutes County
Appropriation Transfer Request

	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	001-0200-419.66-60	Materials & Services	Minor Office Furniture & Fixtures	2,000	47,000	49,000
2	001-0200-419.66-70	Materials & Services	Computers	12,500	23,000	35,500
3	001-0200-419.18-75	Personnel	Extra Help	93,906	(70,000)	23,906
TOTAL				108,406	-	108,406

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

The FY 2016 budget did not include appropriation for unforeseen need to upgrade office furniture and equipment.

Fund:
Dept:
Requested by:
Date:

General Fund
Assessor's Office
Scot Langton
June 2, 2016