



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 13, 2016

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

**TITLE OF AGENDA ITEM:**

Consideration of Board Signature of Sunriver Service District Resolution 2016-049, transfer of appropriation within the Sunriver Service District Operating Fund and from the Operating Fund to the Reserve Fund.

**PUBLIC HEARING ON THIS DATE?** No

**BACKGROUND AND POLICY IMPLICATIONS:**

Consideration of Resolution #2016-049. Additional appropriation is required in the Capital Outlay and Personnel categories due to fiscal requirements not anticipated at the time of the FY 2016 adopted budget.

**FISCAL IMPLICATIONS:**

Recommending approval to transfer \$428,000 of appropriation from Operating Fund 715 Contingency to the Operating Fund Personnel category in Fund 715 and to the Reserve Fund Capital Outlay category in Fund 716.

**RECOMMENDATION & ACTION REQUESTED:**

Approve the transfer of appropriation within the Sunriver Service District Operating Fund and between the Operating Fund and Reserve Fund.

**ATTENDANCE:** Wayne Lowry

**DISTRIBUTION OF DOCUMENTS:**

Angie M. Powers, Administrative Assistant, Sunriver Service District  
Mike Gocke, Treasurer, Sunriver Service District and  
Jamie Kendellen, SROA Controller  
Wayne Lowry, Deschutes County Finance Director

REVIEWED

LEGAL COUNSEL

For Recording Stamp Only

BEFORE THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON  
ACTING AS THE GOVERNING BODY OF THE SUNRIVER SERVICE DISTRICT

A Resolution Transferring Appropriations \*  
Within the Fund of the 2015-2016 \* RESOLUTION NO. 2016-049  
Sunriver Service District \*  
District Budget and Directing Entries \*

WHEREAS, attached is an e-mail from the Sunriver Service District requesting a transfer of appropriations, and

WHEREAS it is necessary to transfer appropriations within the Sunriver Service District Budget to accommodate the request; now therefore,

BE IT RESOLVED BY THE BOARD OF COUNTY COMMISSIONERS OF DESCHUTES COUNTY, OREGON, ACTING AS THE GOVERNING BODY OF THE SUNRIVER SERVICE DISTRICT as follows:

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

FROM:	715-9700-501.97-01	Sunriver Service District, Non-Departmental, Contingency	\$ 428,000
TO:	715-5500-425.11-52	Sunriver Service District, Public Safety, Fire Engineer	\$ 20,000
TO:	715-9700-425.18-88	Sunriver Service District, Public Safety, Admin Assistant	\$ 8,000
TO:	716-4000-422.94-35	Sunriver Service District Reserve, Public Safety, Operating Equipment	\$ 400,000

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 ACTING AS THE  
GOVERNING BODY OF THE SUNRIVER SERVICE  
DISTRICT

\_\_\_\_\_  
ALAN UNGER, Chair

ATTEST:

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

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

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

**SUNRIVER SERVICE DISTRICT**  
**Managing Board**  
**Resolution to Request the Transfer of Operating Fund**  
**(Fund 715) Contingency Account Funds to Operating Fund (Fund 715) Expense Accounts**  
**Resolution 2016-009**

**Whereas** the Sunriver Service District was created on June 12, 2002 by Order No. 2002-085 of the Deschutes County Commissioners, and,

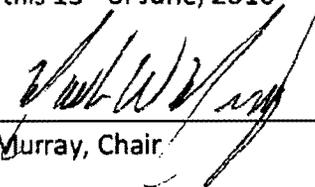
**Whereas** the Deschutes County Commissioners, acting as the Governing Board of the Sunriver Service District on June 26, 2002 in Agreement No. 2002-147 did specify that the Sunriver Service District (hereafter "District") provide law enforcement, fire prevention and protection services, emergency medical services including ambulance, security services by contract, and

**Whereas** the Deschutes County Commissioners, acting as the Governing Body of the District on June 26, 2002 in the Memorandum of Understanding Contract No. 2002-201 and Agreement No. 2002-147 did delegate managing authority for the District to the District Managing Board (hereafter "Board") created within these documents, and

**Whereas** it is necessary to transfer money from the Operating Fund (Fund 715) contingency account to Operating Fund (Fund 715) expense accounts, so as not to spend public money in excess of the amount provided for by law.

**Now, Therefore** it is resolved by the Board that the Governing Body be requested to approve the transfer of the following amounts in the Operating Fund (Fund 715) contingency account to the indicated Operating Fund (Fund 715) expense accounts, not later than June 30, 2016.

Dated this 13<sup>th</sup> of June, 2016

  
\_\_\_\_\_  
Mark Murray, Chair

**SUNRIVER SERVICE DISTRICT  
Managing Board**

**Resolution to Request the Transfer of Operating Fund  
(Fund 715) Contingency Account Funds to Operating Fund (Fund 715) Expense Accounts  
Resolution 2016-009**

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)	Budget		
				Current Budgeted Amount	To (From)	Revised Budget
1	715-5500-425.11-52	Personnel	Fire Engineer	233,976	20,000	253,976
2	715-9700-425.18-88	Personnel	Admin Assistant	14,536	8,000	22,536
3	716-4000-422.94-35	Capital Outlay	Operating Equipment	581,588	400,000	981,588
2	715-9700-501-97.01	Contingency	Contingency	2,154,581	(428,000)	1,726,581
<b>TOTAL</b>				<b>2,984,681</b>	<b>-</b>	<b>2,984,681</b>

A transfer of appropriation is required for the following reason and will be used for the following purpose:  
 Vacancies in Fire Dept required overtime to maintain shift coverage. Half-time Board Administrator position was created mid-year.  
 Purchase of replacement fire engine originally budgeted for FY 16/17, but discounts were obtained by purchasing in this fiscal year.

Fund:  
 Dept:  
 Requested by:  
 Date:

Sunriver Service District
Non-Departmental
Michael Gocke
6/13/2016