

FUND TRANSFER REQUEST FORM

AGENCY Sheriff's Office		ORGANIZATION Sheriff's Office			LEGISTAR FILE # 2021 FTR-021		
TRANSFER AMOUNT(S) FROM				CURRENT BALANCES			
	Amount in Whole \$\$	Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance
1	\$13,000	Equipment for Vehicles	CPSHRF 57398	\$873,265.37	\$217,350.44	\$117,770.31	\$538,144.62
2							
3							
4							
TRANSFER AMOUNT(S) TO				CURRENT BALANCES			
	Amount in Whole \$\$	Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance
1	\$13,000	Vehicle and Equipment Replacement	CPSHRF 58923	\$1,020,522.69	\$973,780.94	\$46,741.75	\$0
2							
3							
4							
EXPLANATION				APPROVALS			
In 2021 funding was requested in the capital budget to replace a motorcycle. This capital funding was used to purchase a hybrid squad instead of the motorcycle, a higher priority vehicle replacement procurement. Funding is available in CPSHRF 57398, Equipment for Vehicles, to purchase the motorcycle. This fund transfer shifts financial resources to fund replacement of the motorcycle.					DATE	APPROVED	DENIED
				Oversight Committee			
				Controller			
				County Executive			
				Finance Committee			

	<p>Request should be entered into Legistar using the Fund Transfer file type and released into the fund transfer approval sequence. The Controller's Office will approve and refer the request as appropriate in Legistar and obtain the Controller and County Executive approvals. Departments should follow up with their oversight committee to ensure action is taken and recorded in Legistar.</p>
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