

FUND TRANSFER REQUEST FORM

AGENCY Sheriff's Office	ORGANIZATION Field Services Division	LEGISTAR FILE # 2022 FTR-011
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TRANSFER AMOUNT(S) FROM (Decrease Expenditure or Increase revenue)					CURRENT BALANCES	
Amount in Whole \$\$	Account Title	Account Code (ORG-OBJECT-PROJECT)			Budgeted Amount	Available Balance
1	3,430.00	Vehicle and Equipment Replacement	CPSHRF	58923	964,399.00	387,203.00
2						
3						
4						
	3,430.00	TRANSFER FROM TOTAL				

TRANSFER AMOUNT(S) TO (Increase Expenditure or Decrease Revenue)					CURRENT BALANCES	
Amount in Whole \$\$	Account Title	Account Code (ORG-OBJECT-PROJECT)			Budgeted Amount	Available Balance
1	3,430.00	Motorcycle Trailer	CPSHRF	58424	41,400.00	41,400.00
2						
3						
4						
	3,430.00	TRANSFER TO TOTAL				

<p>EXPLANATION: (Ensure to include a complete description free of acronyms detailing what the transfer accomplishes and why it is needed.)</p> <p>The 2022 Adopted Budget provided \$41,400 funding to purchase a motorcycle 6-place trailer. This trailer is 28 feet in length with an extra wide ramp load door at the rear, a ramp load side door, coated floor, storage cabinets, power inverter, interior lighting, wheel chock mounts, and is of aluminum construction with a torsion loaded leveling system. This trailer shall replace the current Sheriff's Office Motor Unit 4-place re-purposed snowmobile trailer that was originally designed as a snowmobile trailer and is now being utilized outside of its designed intent and has reached the end of its effective service life. Additional funding of \$3,430 is required for shipping costs for the trailer and funding is available from CPSHRF 58424 to cover shipping costs.</p>	<p>APPROVALS</p> <table border="1" style="width:100%; border-collapse: collapse;"> <thead> <tr> <th style="width:40%;"></th> <th style="width:10%;">DATE</th> <th style="width:25%;">APPROVED</th> <th style="width:25%;">DENIED</th> </tr> </thead> <tbody> <tr> <td>Oversight Committee</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Controller</td> <td></td> <td></td> <td></td> </tr> <tr> <td>County Executive</td> <td></td> <td></td> <td></td> </tr> <tr> <td>Finance Committee</td> <td></td> <td></td> <td></td> </tr> </tbody> </table> <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>		DATE	APPROVED	DENIED	Oversight Committee				Controller				County Executive				Finance Committee			
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