

FUND TRANSFER REQUEST FORM

AGENCY Sheriff's Office	ORGANIZATION Capital Projects	LEGISTAR FILE # 2019 FTR-51
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TRANSFER AMOUNT(S) FROM				CURRENT BALANCES			
Amount in Whole \$	Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance	
1	\$1,336	Air Boat	CPSHRF 57023	\$16,075.86	\$0	\$0	\$16,075.86
2							
3							
4							
5							

TRANSFER AMOUNT(S) TO				CURRENT BALANCES			
Amount in Whole \$	Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance	
1	\$1,336	Heavy Duty Snowmobile System	CPSHRF 57625	\$13,000.00	\$0	\$0	\$13,000.00
2							
3							
4							
5							

EXPLANATION	APPROVALS				
<p>The Sheriff's Office relies upon snowmobiles for patrol enforcement efforts and search-and-rescue operations in inclement weather, over a variety of rugged environments.</p> <p>The 2020 Adopted Budget approved \$13,000 funding to replace an aging snowmobile that has reached the end of its useful life. The cost to replace the snowmobile has increased from \$13,000 to \$14,336; an additional \$1,336 is required to replace the snowmobile.</p>		DATE	APPROVED	DENIED	
	Controller				
	County Executive				
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.					