

# FY 2018 Budget Amendment Request Form

**Date:** 1/4/2018

**Department:** Sheriff's Office

**Contact person:** Major Carter Wells

**Phone #:** 540-507-7195

**Explanation of need for budget amendment:**

When the FY 2018 Budget was adopted, it was anticipated that body worn cameras would be funded in FY 2018 through a grant. However, a grant is not available at this time for the purchase of body worn cameras. As such, the Sheriff recommends that the purchase of 90 body worn cameras and related software and equipment be accomplished using accumulated asset forfeiture and seizure funding.

The asset forfeiture and seizure funding is currently budgeted and appropriated within the Sheriff's Office budget in the General Fund. However, the cost and nature of this equipment purchase makes it a capital project needing to be budgeted in the Capital Projects Fund. This budget adjustment shifts \$113,600 in asset forfeiture and seizure funding from the General Fund to the Capital Projects Fund to allow the purchase to occur and be accounted for in the appropriate manner.

**Reminder:** Agenda item summary must be attached if BOS approval is required.

**Revenue accounts affected:**

Account Number		Amount
<b>Acct #</b>	310-0000-341.06-01 – Transfer from General Fund	\$ 113,600
	<b>Total Revenue Adjustment</b>	<b>\$ 113,600</b>

**Expenditure accounts affected:**

Account Number		Amount
<b>Acct #</b>	110-3180-421.58-56 (FSSHER) – Forfeiture/Seizure	\$ (113,600)
<b>Acct #</b>	110-9210-492.99-31 – Transfer to Capital Projects Fund	\$ 113,600
<b>Acct #</b>	310-9120-802.80-01 (FSSHER) – Body Camera Purchase	\$ 113,600
	<b>Total Expenditure Adjustment</b>	<b>\$ 113,600</b>

Note: If amendment is between expenditure accounts only, net impact must be zero.

Transfer requests must be signed by the requestor(s). In the case of transfers between departments or capital projects, the transfer request must be signed by the director of each affected department, or by the project manager of each affected capital project. A typed signature will be accepted.

Carter Wells, Sheriff's Office  
Name, Department

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Name, Department

**Recommendations**

**Budget:**  recommended  not-recommended

**Explanation if not recommended:**

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**County Admin:**  recommended  not-recommended

**Explanation if not recommended:**

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**Finance Committee:**  recommended  not-recommended

**Explanation if not recommended:**

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