

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: Law Enforcement Voluntary Commitment Fee-Budget Change Request

DEPARTMENT: Sheriff's Office **DIVISION:** _____

AUTHORIZED BY: Sheriff Eslinger **CONTACT:** Penny Fleming **EXT.** 6617

Agenda Date <u>11/12/02</u> Regular <input type="checkbox"/> Consent <input checked="" type="checkbox"/> Work Session <input type="checkbox"/> Briefing <input type="checkbox"/> Public Hearing – 1:30 <input type="checkbox"/> Public Hearing – 7:00 <input type="checkbox"/>
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MOTION/RECOMMENDATION:

Approval and authorization for the Chairman to execute a budget change for the Sheriff to purchase a latent print recovery vacuum chamber.

BACKGROUND:

BCR #33-11 – \$32,318 – Fund: 00100 – General fund. The Voluntary Commitment Fee account was established to provide for law enforcement needs created by new developments. Since the account is voluntary, there is no County Ordinance governing collection or use of these funds. It is the Sheriff's Office desire to utilize these funds in order to purchase a highly sophisticated latent print recovery vacuum chamber that will provide Sheriff's Office personnel with the capability to extract fingerprints from items that typically could not be successfully printed in the field. This equipment, which would also be made available to all Seminole County law enforcement agencies, is necessary to address the growing complexities involved in law enforcement investigations and is therefore regarded as a growth related purchase. The cost of the equipment, which will be housed in Building 100, is \$45,398, with \$32,318 of funding proposed to come from the Voluntary Commitment Fee revenues and the remaining \$13,080 to be funded from the Sheriff's budget.

Reviewed by:
Co Atty: _____
DFS: <u>CS</u> _____
Other: _____
DCM: <u>SS</u> _____
CM: <u>KB</u> _____
File No. <u>CSHO00</u>

SEMINOLE COUNTY BUDGET CHANGE REQUEST

Date 10/29/02 OMB# 03-11

FROM: Department Sheriff Division _____ Section _____

Signatures: Department Director _____ Division Manager _____

WHAT IS NEEDED:

- Accounting adjustment: Item is budgeted, but funds are in incorrect account line.
- More funds for Budgeted Item: Item is budgeted, but additional funds are required.
- New item: Item is not in this fiscal year's budget.
- Capital Substitution: Substitution or change of a currently budgeted capital item.
- Fund & Acct # _____ Budget Item # _____ Budget Amount \$ _____
- Capital replacement retention: Capital item was slated to be replaced but needs to be retained. BCC# _____

- Describe item and show calculation of all associated costs of item.
- Explain why item is needed. (If equipment is to be replaced, include description, model, year, BCC#)
- Identify source of funds and why these funds are no longer needed for their original intent.
- For savings on capital items give account #, budget item #, amount budgeted, purchase order #, and actual purchase cost.

Transfer of funds from reserves into the Sheriff's Capital Outlay to fund the purchase of a highly sophisticated latent print recovery vacuum chamber. General Fund Balance and reserves will be adjusted by County Finance to reflect income from voluntary development fees for law enforcement.

FILL IN THIS PORTION IF A TRANSFER OF FUNDS IS NEEDED: Fund # 00100 Fund Name General Fund

	ACCOUNT NUMBER	ACCOUNT TITLE	AMOUNT
TRANSFER FROM	<u>00100-999901-59099998</u>	<u>Reserve for Contingency</u>	<u>32,318</u>
		TOTAL	<u>32,318</u>
TRANSFER TO	<u>00100-013001-59096360</u>	<u>Capital Outlay</u>	<u>\$32,318</u>
		TOTAL:	<u>\$32,318</u>

CONCURRENCE OF OTHER INVOLVED DIVISIONS (ie: Comp Svcs/hard & software; Fleet/vehicles; Purchasing/capital; Sppt. Svcs; etc)

Signature _____

Div or Dept _____

OMB RECOMMENDATION: Approval Disapproval Analyst Betty B. Newton Director _____

APPROVING AUTHORITY: ___ OMB Director ___ County Manager ___ BCC (Meeting Date) _____

Approved Not approved Date Signed _____ Signature _____

FINANCE: Transfer has been posted Date _____ Signature _____