

**SEMINOLE COUNTY GOVERNMENT
AGENDA MEMORANDUM**

SUBJECT: BCR #08-39 - \$26,000 - Constitutional Officers- General Fund

DEPARTMENT: Fiscal Services

DIVISION: Budget

AUTHORIZED BY: Lisa Spriggs

CONTACT: Karen Hufman

EXT: 7173

MOTION/RECOMMENDATION:

Approve and authorize the Chairman to execute a Budget Change Request #08-39 through the General Fund in the amount of \$26,000.00 to increase funding for miscellaneous year end items.

County-wide

Lin Polk

BACKGROUND:

Supervisor of Elections utilizes the County's Mail Room, due to presidential election year postage exceeded budgetary estimates.

Special Magistrates that work with the Property Appraiser's Office needed to provide additional professional services for Board due to property tax reform.

This is a transfer of funds for the FY2007/08 Budget from Central Charges Contingency to cover both of these items.

STAFF RECOMMENDATION:

Staff recommends that the Board approve and authorize the Chairman to execute Budget Change Request #08-39 through the General Fund in the amount of \$26,000.00 to increase funding for postage chargeback.

ATTACHMENTS:

- 1. BAR 08-39

<p>Additionally Reviewed By: No additional reviews</p>

*****SEMINOLE COUNTY BUDGET REQUEST*****

Budget Division Use only:

DATE: 11/21/08
 FROM: Department Constitutional Officers
 Division Supervisor of Elections & Property Appraiser

BCR	<input checked="" type="checkbox"/>	08-39

WHAT IS NEEDED:

<p align="center">Operational Adjustment</p> <input checked="" type="checkbox"/> More funds for Budgeted program: Program is budgeted but additional funds are requested (Increased Cost) <input type="checkbox"/> More funds for Budgeted program: Program is budgeted but additional funds are requested (Increased Scope) <input type="checkbox"/> New program or service: program or service is not in this fiscal year's budget.	<p align="center">Project Adjustment</p> <input type="checkbox"/> More fund for Budgeted project: Project is budgeted but additional funds are requested. (Increased Cost) <input type="checkbox"/> More fund for Budgeted project: Project is budgeted but additional funds are requested. (Increase Scope) <input type="checkbox"/> New project: Project is not in this fiscal year's budget.
<p>Detailed Explanation:</p> <p>Additional postage chargebacks due to presidential election year. Additional services performed for BCC by Special Magistrates.</p> <p>FY 2007/08</p>	

	Fund # <u>00100</u>	Fund Name <u>General Fund</u>		
TRANSFER FROM	FUND/ACCOUNT NUMBER <u>00100.010309.530499</u>	Project # _____	ACCOUNT TITLE <u>Contingency</u>	AMOUNT <u>26,000</u>
	_____	_____	_____	_____
	_____	_____	_____	_____
			TOTAL	<u>\$ 26,000</u>

	FUND/ACCOUNT NUMBER <u>00100.024000.540101.0022</u>	Project # _____	ACCOUNT TITLE <u>Other Charges-Internal Postage</u>	AMOUNT <u>21,000</u>
TRANSFER TO	<u>00100.025000.530310</u>	_____	<u>Professional Services</u>	<u>5,000</u>
	_____	_____	_____	_____
	_____	_____	_____	_____
			TOTAL	<u>\$ 26,000</u>

RECOMMENDATION: Approval Date 11/17/08 Analyst K Huffman Budget Manager _____

REVIEW: FS Director _____ County Manager _____

BCC APPROVAL: BCC Meeting Date 12/9 Date Signed _____ Signature _____

FINANCE: Transfer has been posted Date _____ Signature _____