

SEMINOLE COUNTY BUDGET CHANGE REQUEST

Date 2/19/03 OMB# 03-33

FROM: Department Public Safety Division Fire Protection Section _____

Signatures: Department Director [Signature] 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.

The Tax Collector's commission payment for the Fire Fund is based on taxes collected. Due to an increase in the milage for the Fire Fund additional funds are needed in the Tax Collector's budget. This action transfers funds from reserves into the appropriate account line.

FILL IN THIS PORTION IF A TRANSFER OF FUNDS IS NEEDED: Fund # 11200 Fund Name Fire Protection Fund

	ACCOUNT NUMBER	ACCOUNT TITLE	AMOUNT
TRANSFER FROM	<u>11200-999912-59099998</u>	<u>Reserve for Contingency</u>	<u>24,900</u>
		TOTAL	<u>24,900</u>
TRANSFER TO	<u>11200-013004-59096430</u>	<u>Tax Collector - Operating Expense</u>	<u>\$24,900</u>
		TOTAL:	<u>\$24,900</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 [Signature]

APPROVING AUTHORITY: ___ OMB Director ___ County Manager X BCC (Meeting Date) 3-11-03

Approved Not approved Date Signed _____ Signature _____

FINANCE: Transfer has been posted Date _____ Signature _____