

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

DATE: 07/07/05
FROM: Department Library & Leisure Services/Tourism
Division Parks & Recreation

Table with 3 columns and 3 rows. Header: Budget Division Use only. Row 1: BCR, [X], 05-25

WHAT IS NEEDED:

- [X] 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.
[ ] Operational Adjustment (Transfer or Savings to cover overage)
[ ] Project reclass, Must be within same Project Number

Detailed Explanation:

Funds were budgeted in Library & Leisure Services, Parks & Recreation Division, for an Amateur Softball Association event, this event has been cancelled. Tourism has been working with the Amateur Softball Association and is sponsoring a different Amateur Softball Association event. The funds need to be transferred to Tourism Development Department so that the compliance issues with the sponsorship can be tracked. This transfer is within the same fund (Tourist Development Fund), but from different departments. This transaction is contingent upon approval of the corresponding Tourism Development Department agenda item.

Table with 5 columns: Fund #, Fund Name, FUND/ACCOUNT NUMBER, Project #, ACCOUNT TITLE, AMOUNT. Includes 'TRANSFER FROM' and 'TRANSFER TO' sections with specific account numbers and amounts.

CONCURRENCE OF OTHER INVOLVED DIVISIONS (ie: IT (hardware/software); Fleet/Vehicles; Purchasing/Capital; Support Svcs; etc)
[ ] Approval Date Department/Division

RECOMMENDATION: [X] Approval Date 07/07/05 Analyst Mary Matthews Budget Manager
APPROVING AUTHORITY: [ ] FS Director [ ] County Manager [X] BCC Meeting Date 7/26/05
[X] Approved [ ] Disapproved Date Signed 7/15/05 Signature

FINANCE: Transfer has been posted Date Signature