

SEMINOLE COUNTY GOVERNMENT AGENDA MEMORANDUM

SUBJECT: Expenditure & Payroll Approval Lists/Destruction of Records/BCC Minutes

DEPARTMENT Clerk's Office **DIVISION:** County Commission Records

AUTHORIZED BY Dave Godwin **CONTACT:** Sandy McCann **EXT.** 7662

Agenda Date 08-23-2005 **Regular** **Consent** **Work Session** **Briefing**

MOTION/RECOMMENDATION

Approval of Expenditure & Payroll Approval Lists
Destruction of Records
Approval of BCC Minutes

BACKGROUND:

1. Expenditure Approval Lists dated July 25 & August 1, 2005; and Payroll Approval List dated July 28, 2005
2. Approval of destroying filmed and non-filmed records
3. Approval of BCC Minutes dated July 26, 2005
4. Clerk's "received and filed" - for information only

C-1

Reviewed by:
Co. Att _____
OMB _____
Other _____
DCM _____
CM _____

CLERK'S REPORT
AUGUST 23, 2005

I. ITEMS FOR CONSIDERATION FROM COUNTY FINANCE

A. EXPENDITURE APPROVAL LISTS AND PAYROLL APPROVAL LIST

Expenditure Approval Lists dated July 25 & August 1, 2005 and Payroll Approval List dated July 28, 2005, presented.

ACTION REQUESTED: Motion approving same.

B. DESTRUCTION OF RECORDS

Request permission to destroy the attached list of filmed and non-filmed records for BCC Finance.

ACTION REQUESTED: Motion approving destruction of filmed and non-filmed records, as identified.

II. ITEMS FOR CONSIDERATION FROM COUNTY COMMISSION RECORDS OFFICE

A. APPROVAL OF BCC OFFICIAL MINUTES

Request approval of BCC Minutes dated July 26, 2005.

ACTION REQUESTED: Motion approving same.

B. RECEIVED AND FILED - For Information Only.

1. Memorandum to Jerry McCollum, County Engineer, from Henry Brown, Assistant County Attorney, relating to Direct Pay Request for Expert Witness Procurement, Seminole County v. Veigle, et. al.
2. Letter to Maryanne Morse, Clerk of Circuit Court, from William Monroe, Auditor General, submitting a copy of Report No. 2006-007, Performance Audit of County Value Adjustment Boards, July 1, 2003 through June 30, 2004.
3. Florida Recreation Development Assistance Program Grant for Jetta Point Park, as approved by the BCC on 10/26/04.

4. Eighth Amendment to Bid-260-01, HVAC Maintenance and Repair Agreement.
5. Certificate of Final Completion for Work Order #5 to CC-1252-04.
6. Change Order #ES 001 to CC-1249-04.
7. M-500-05 Contract, ARFT's Electric, Inc.
8. Work Order #21 to PS-5165-04.
9. Work Order #3 to RFP-4241-05.
10. Change Order #1 to CC-1252-04.
11. Work Order #40 to PS-5129-02.
12. Change Order #1 to Work Order #1 to CC-1252-04.
13. First Amendment to RFQ-0190-05, All Fusion Painting.
14. IFB-3059-02 Mutual Termination of Term Contract for Purchase of FDOT 911 Limerock, Bedrock Resources.
15. M-493-05 Contract, Sunshine Building & Development.
16. Work Order #12 to RFP-4123-01.
17. Amendment #1 to Work Order #17 to PS-585-01.
18. Amendment #1 to Work Order #11 to PS-561-00.
19. Work Orders #1 & #2 to PS-5175-04.
20. Notice of Hearing from Florida Public Service Commission to FPL, Florida Industrial Power Users Group, The Commercial Group, Florida Executive Agencies, Florida Retail Federation, AARP, Office of Public Counsel, South Florida Hospital & Healthcare Association and All Other Interested Persons, relating to Docket Nos. 050045-EI and 050188-EI.

21. Notice of Application for a Transfer of Majority Organizational Control Legal Notice of Utilities, Inc. to Hydro Star LLC.
22. Work Order #20 to RFP-4173-02.
23. Work Order #35 to CC-1220-03.
24. Work Order #42 to CC-1212-03.
25. Change Order #2 (Final) to CC-1241-04.
26. Memorandum to Kevin Grace, County Manager, from Ray Hooper, Purchasing Manager, relating to PS-5171-04 and Amendment #3 to IFB-3059.
27. First Amendment to RFP-4243-05.
28. Certificate of Substantial Completion for Work Order #5 to CC-1222-03.
29. Conditional Utility Agreements for water and sewer with Jornat Properties for the project known as Jornat Properties Ph 3.
30. Assignment of Conditional Utility Agreements for water and sewer service with WMC Management, LLC and Anh Van Dang and Amy Van Dang, Trustees for the 57-59 & 61 Vine Street Realty Trust for the project known as Aloma Square.
31. Bill of Sale accepting water and sewer system within the project known as Lake Mary Professional Campus.
32. Development Orders as follows: Paul Bock Variance; Jaime Maisonet Variance; Denny & Nichole Voyles Variance; Tawana & Jean Metts Special Exception; Rosy Rios Variance; Andy & Anna Racz Variances; Madalyn Henricks Variance; and Daniel Aponte Variance.
33. Work Order #43 to CC-1212-03.
34. Work Order #24 to PS-5120-02.

35. Certificate of Final Inspection to CC-1222-03.
36. Work Order #25 to PS-5120-02.
37. Change Order #2 to CC-1233-04.
38. Work Orders #38 & #39 to PS-5129-02.
39. Amendment #1 to Work Order #56 to PS-556-00.
40. Work Order #9 to PS-5135-02.
41. Work Order #44 to CC-1212-03.
42. Work Order #62 to PS-556-00.
43. Work Order #1 to RFP-4240-05.
44. Work Order #13 to RFP-4214-04.
45. Work Order #34 to CC-1220-03.
46. Memorandum to BCC from Kevin Grace, County Manager, relating to Capital Project Fund Transfer for CR 46A Ph II.
47. Amendment #1 to M-467-04.
48. Second Amendment to IFB-3096-04.
49. Work Orders #36, #37 & #38 to CC-1220-03.
50. Certificate of Final Completion for CC-1252-04.
51. Bids as follows: CC-1268-05; 2120-05; IFB-3125-05; RFP-4259-05; RFP-4258-05; and PS-5191-05.

OK
/ mem

From: Paulus, James
Sent: Monday, August 01, 2005 3:09 PM
To: Godwin, David
Subject: BCC DESTRUCTION -2005

DESTRUCTION LIST TO BE SUBMITTED TO BCC FOR APPROVAL

DESTRUCTION - 2005

BCC FINANCE	YR	BOXES
W/E REPORTS	98	9
W/E PAYROLL	98	3
TIMESHEETS	98	17
ADJ COMP ABSENCES, 941'S	94 93-97	2
PAYROLL, DEPT MEMOS, VOID CHECKS	97	1
PAYROLL REPORT PAYMENTS	97	1
BIWEEKLY TIME- SHEETS, FIRE	98	2
PRE-CALC	97-98	3
OUT/STATE SUBPOENAS	97	1
CR	99-00	28
BCC VOUCHERS	99-00	87
MISC REVENUE	99-00	1
CLOSED PO'S	99-00	1
BCC PAYROLL, TIMESHEETS	99	21
BUDGET TRANSFERS,		

PR CONTRACTS	95-97	1
BUDGET TRANSFERS PE APPROVED	97-00	1
PAYROLL REPORTS	99-00	41
BANK STATEMENTS	93-96	1
PAYROLL FORMS, INS. DEP. ANNUAL REPORTS	99	1
PURCHASE ORDERS	99	1
AP CHECKS	99-00	3
PAYROLL	96-98	5
FRS RETIREMENT REPORTS	98	1
PAYROLL DEF. COMP, FLEX SAVINGS BOND, UNITED WAY FORMS	99	1
W2 FISCAL YR 5500 REPORT	98	1
FUTO REPORTS, SALARY VERIFICATION	98	1
PD LIEN SATISFACTION	00	1
MONTHS END/VOID, WAGE RECONCILIATION, MISC. MONTHS END	99	1
TIMESHEETS	97	26
PAYROLL LEDGER BOOKS	97	15
FUNDING AGREEMENT/GRANTS COMMUNITY PROGRAMS	70-94	2