

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

Date 8/14/03 OMB# 03-80

FROM: Department Administrative Services Division Facilities Maintenance Section \_\_\_\_\_

Signatures: Department Director [Signature] Division Manager [Signature] 14 AUG 03

**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# \_\_\_\_\_

This BCR is for end of year closeout of various projects. We have multiple projects that need to be completed, some are safety related and others are the request of the BCC. These projects include:

Replace/upgrade of irrigation and landscaping at the Public Safety Building and along the 17-92 corridor.

Replacing the first floor hallway carpeting at the Public Safety Building. This carpet is in bad condition due to the remediation and is a potential safety hazard. The carpet is fraying and is a trip hazard. Commissioner Van Der Weide brought this up at the budget workshops to be done.

Replacing the carpet in the five stairwells at the County Services Building. The carpet is frayed and unravelled and is a trip hazard.

The Courthouse has underground leaks in the first floor lobby area that are caused by holes in pipes for roof drains. There are also leaks in the hot water loop of the HVAC system in the same areas.

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

	ACCOUNT NUMBER	ACCOUNT TITLE	AMOUNT
<b>TRANSFER FROM</b>	010560-53043000	Utilities	\$ 312,300.00
	_____	_____	\$ _____
	_____	_____	\$ _____
	<b>TOTAL:</b>		<b>\$ 312,300.00</b>
<b>TRANSFER TO</b>	010560-53046000	Repairs and Maintenance	\$ 141,300.00
	010560-53034000	Contracted Services	\$ 171,000.00
	_____	_____	\$ _____
	<b>TOTAL:</b>		<b>\$ 312,300.00</b>

**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 Mary Matthews Director [Signature]

APPROVING AUTHORITY: \_\_\_ OMB Director \_\_\_ County Manager  BCC (Meeting Date) 8-26-03

Approved  Not approved Date Signed \_\_\_\_\_ Signature \_\_\_\_\_

FINANCE: Transfer has been posted Date \_\_\_\_\_ Signature \_\_\_\_\_