

SEMINOLE COUNTY BUDGET CHANGE REQUEST

Date 10/29/02

OMB#

02-139

FROM: Department Environmental Svcs Division Water and Wastewater Section

Signatures: Department Director Robert G. Adolphe, PE

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.

This transfer is necessary for the year-end balancing of the operating account lines.

FILL IN THIS PORTION IF A TRANSFER OF FUNDS IS NEEDED: Fund #401 Fund Name Water + Sewer

Table with columns: ACCOUNT NUMBER, ACCOUNT TITLE, AMOUNT. Rows for TRANSFER FROM (Repairs and Maintenance, Operating Supplies) and TRANSFER TO (Contracted Services) with a TOTAL of 150,000.

CONCURRENCE OF OTHER INVOLVED DIVISIONS (ie: Comp Svcs/hard & software; Fleet/vehicles; Purchasing/capital; Sppt. Svcs; etc)

Signature

Div or Dept

OMB RECOMMENDATION: [X] Approval [] Disapproval Analyst [Signature] Director [Signature]

APPROVING AUTHORITY: ___ OMB Director ___ County Manager [X] BCC (Meeting Date) 11-24-02

[] Approved [] Not approved Date Signed Signature

FINANCE: Transfer has been posted Date Signature