

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

Date 11/26/02 BCR# 02-141

FROM: Department Public Safety Division EMS/Fire/Rescue Section \_\_\_\_\_

Signatures: Department Director Mary Berry Division Manager [Signature]

**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. K
- 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.

TO RECONCILE FISCAL YEAR 01/02 YEAR END CLOSE OUT.

**FILL IN THIS PORTION IF A TRANSFER OF FUNDS IS NEEDED: Fund # 112 Fund Name Fire Fund**

	FUND/ACCOUNT#	AS400 CIP#	PENT CIP#	ACCOUNT TITLE	TOTAL
TRANSFER FROM	<u>05610151012000</u>			<u>SALARY AND WAGES</u>	<u>\$174,435</u>
	<u>05610151019000</u>			<u>HOLIDAY PAY</u>	<u>\$16,376</u>
				<b>TOTAL</b>	<b>\$190,811</b>

	FUND/ACCOUNT#	AS400 CIP#	PENT CIP#	ACCOUNT TITLE	TOTAL
TRANSFER TO	<u>05610051012000</u>			<u>SALARY AND WAGES</u>	<u>\$190,811</u>
				<b>TOTAL</b>	<b>\$190,811</b>

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

Signature \_\_\_\_\_

Div or Dept \_\_\_\_\_

**FISCAL SERVICES**

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

APPROVING AUTHORITY: \_\_\_ DFS Director \_\_\_ County Manager  BCC (Meeting Date) 12-10-02

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

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