

Board of County Commissioners Agenda Request

Date of Meeting: January 3, 2012

Date Submitted: December 21, 2011

To: Honorable Chairperson and Members of the Board

From: Arthur Lawson, Sr., Interim County Administrator
 Connie McLendon, Finance Director
 Jeff Price, Senior Management & Budget Analyst

Subject: Public Hearing – Approval of Payroll Reclass Budget Amendments and Resolution for Fiscal Year 2011-2012

Statement of Issue:

This agenda item seeks approval of Resolution 2012-003 and authorization for the County Administrator and the Finance Director in the Clerk’s Office to complete and the attached budget amendments for the Fiscal Year 2012 BOCC budget.

Background:

During the budget process several staff members were coded into new departments and later it was determined that they should have been in other departments and other funds.

Analysis:

The process must be implemented by the Board of County Commissioners via the corresponding budget amendments in accordance with the Florida Statutes.

Fiscal Impact:

These budget amendments will transfer funds and set up the staff salaries and benefits in the correct department. No fiscal change to the entire budget for FY 11/12.

Options:

1. Approve the Resolution and Budget Amendments attached and authorize the County Administrator, Finance Director, and Sr. Management & Budget Analyst to complete and execute these budget amendments associated with FY 2012.
2. Board direction.

County Administrator's Recommendation:

Option 1

Attachments:

Resolution 2012-003

Budget Amendments BA# 120006 120008,120017

RESOLUTION NO. 2012 – 003

WHEREAS, the Board of County Commissioners of Gadsden County, Florida, approved the Fiscal Year 2011-2012 Budget; and,

WHEREAS, the Board of County Commissioners, pursuant to Chapter 129, Florida Statutes, desires to amend the budget.

NOW, THEREFORE, BE IT RESOLVED, that the Board of County Commissioners of Gadsden County, Florida, hereby amends the budget as reflected on the Budget Amendments #120006, 8, & 17 attached hereto.

BA#120006 - to reclass 100% of salary and benefit budget numbers for Presnell into the Dept 0101 Parks from Dept 0219 Neighborhood Services determined by the Finance and Budget Offices for FY12.

BA#120008 - to reclass 100% of salary and benefit budget numbers for Crawford and Green into Fund 118 State funded Library from Fund 117 as determined by the Finance and Budget Offices for FY12.

BA#120017 - to reclass 10% of Meeks and 55% of Lee's salary and benefit budget numbers into Dept 0058 Fuel System Mgmt from Dept 0128 Vehicle Maintenance as determined by the Finance and Budget Offices for FY12.

Adopted this 3rd day of January, 2012.

Board of County Commissioners
Gadsden County, Florida

Chairperson

Attest: Nicholas Thomas, Clerk

By: _____

Gadsden County BOCC Budget Amendment Form

Date: 12/21/2011
 Fiscal Year: FY 2012
 Department: Landfill - fund 113 and General - fund 001
 Agenda Item: Reclass Robert Presnell personnel budget

Intra-departmental
 BOCC Motion
 BOCC Resolution
 BOCC Public Hearing

Revenue							
Fund	Dept.	Account	Account Description	Beginning Bud.	+/- \$	Ending Bud.	
General	001	381-1131	Transfer from Landfill Fund	0	87,865	87,865	
#1 Subtotal				0	87,865	87,865	

Expenditure							
Fund	Dept.	Dept.#	Account	Account Description	Beginning Bud.	+/- \$	Ending Bud.
001	Parks	0101	51200	Regular Salaries	47,048	77,742	124,790
001	Parks	0101	52100	FICA	3,599	5,947	9,546
001	Parks	0101	52200	Retirement	2,506	4,142	6,648
001	Parks	0101	52310	Life Insurance	34	34	68
#2 Subtotal					53,187	87,865	141,052
#3 Balancing (Subtotal Line #1 Less Subtotal Line 2)						0	

Notes

Reclass Robert Presnell personnel budget from Landfill fund to General Fund

Approved By:
 Budget Director
 County Admin.



Posting
 Finance Director
 Date

Gadsden County BOCC Budget Amendment Form

Date: 12/21/2011
 Fiscal Year: FY 2012
 Department: Library - state funded
 Agenda Item: Reclass personnel budget and communication services

Intra-departmental
 BOCC Motion
 BOCC Resolution
 BOCC Public Hearing


Revenue							
Fund	Dept.	Account	Account Description	Beginning Bud.	+/- \$	Ending Bud.	
Library	0118	381-1101	Transfer from Library fund 117		56,679		
#1 Subtotal				0	56,679	0	

Expenditure							
Fund	Dept.	Dept.#	Account	Account Description	Beginning Bud.	+/- \$	Ending Bud.
118	Quincy Library	1221	51200	Regular Salaries	55,043	(28,871)	26,172
118	Quincy Library	1221	52100	FICA	4,211	(2,209)	2,002
118	Quincy Library	1221	52200	Retirement	2,932	(1,538)	1,394
118	Quincy Library	1221	52300	Health Insurance	9,138	(9,138)	
118	Quincy Library	1221	52310	Life Insurance	68	(34)	34
118	Quincy Library	1221	54100	Communication Services	0	5,000	5,000
118	Havana Library	1222	51200	Regular Salaries	31,353	28,871	60,224
118	Havana Library	1222	52100	FICA	2,398	2,209	4,607
118	Havana Library	1222	52200	Retirement	1,670	1,538	3,208
118	Havana Library	1222	52300	Health Insurance	0	9,138	9,138
118	Havana Library	1222	52310	Life Insurance	0	34	34
118	Havana Library	1222	54100	Communication Services	0	5,000	5,000
118	Chat. Library	1223	51200	Regular Salaries	26,838	31,761	58,599
118	Chat. Library	1223	52100	FICA	2,053	2,430	4,483
118	Chat. Library	1223	52200	Retirement	1,430	1,692	3,122
118	Chat. Library	1223	52300	Health Insurance	0	4,762	4,762
118	Chat. Library	1223	52310	Life Insurance	0	34	34
118	Chat. Library	1223	54100	Communication Services	0	6,000	6,000
#2 Subtotal				137,134	56,679	193,813	

#3 Balancing (Subtotal Line #1 Less Subtotal Line 2) **0**

Notes

Reclass personnel budget and communication services within state funded Libraries

Approved By:
 Budget Director 
 County Admin.

Posting
 Finance Director _____
 Date _____

Gadsden County BOCC Budget Amendment Form

Date: 12/21/2011
 Fiscal Year: FY 2012
 Department: Public Works - Fuel System mgnt
 Agenda Item: Reclass personnel budget

Intra-departmental
 BOCC Motion
 BOCC Resolution
 BOCC Public Hearing

Revenue						
Fund	Dept.	Account	Account Description	Beginning Bud.	+/- \$	Ending Bud.
General	001	381-1030	Transfer from County Transportation		34,569	
#1	Subtotal			0	34,569	0

Expenditure							
Fund	Dept.	Dept.#	Account	Account Description	Beginning Bud.	+/- \$	Ending Bud.
001	Fuel System	0058	51200	Regular Salaries	0	25,767	25,767
001	Fuel System	0058	52100	FICA	0	1,971	1,971
001	Fuel System	0058	52200	Retirement	0	1,307	1,307
001	Fuel System	0058	52300	Health Insurance	0	5,502	5,502
001	Fuel System	0058	52310	Life Insurance	0	22	22
#2	Subtotal				0	34,569	34,569

#3 Balancing (Subtotal Line #1 Less Subtotal Line 2) **0**

Notes

Reclass personnel budget 10% of Meeks and 55% of Lees time to dept 0058 Fuel System Mgnt

Approved By:
 Budget Director
 County Admin.



Posting
 Finance Director _____
 Date _____