ANDERSON COUNTY
SOUTH CAROLINA

AGENDA

ANDERSON COUNTY FINANCE COMMITTEE MEETING

Monday September 20, 2021 8:30 a.m.

101 South Main Street, Anderson SC

Second Floor, Administrator's Conference Room

Chairman Brett Sanders, Presiding

1. Call to Order	Chairman Sanders
2. Prayer and Pledge of Allegiance	Honorable Brett Sanders
3. Library Request	Mr. Rusty Burns
4. Transfers	Ms. Rita Davis
5. American Rescue Plan Act Funding	Ms. Rita Davis
6. Executive Session-Contractual Matters	Mr. Rusty Burns
7. Citizens Comments	
8. Adjourn	

MEMORANDUM

TO:	Mr. Burns, County Administrator
FROM:	Steve Newton
CC:	Ms. Davis, Finance Director Ms. Sutton, Anderson County Library Director Mr. Williamson, Chief Information Officer
DATE:	9/15/2021
RE:	**COUNCIL AGENDA ITEM: Request for ARPA Funds—Anderson County Library, Mobile Broadband Initiative**

County Administration staff in partnership with the Anderson County Library (ACL) requests support from the county's allotment of American Rescue Plan Act (ARPA) funds.

If approved, the funds will be used to support a pilot program that would allow adult library patrons in good standing to check out mobile "hot spot" devices. These devices permit at-home internet access by persons who otherwise could not have such access, due to issues related to affordability or lack of broadband infrastructure.

A letter from Library Director Annie Sutton detailing the program specifics is included with this memorandum. The amount requested from Anderson County is $22,972.32, which will cover costs related to the program for a two-year period.

ASSESSMENT:

- Based on my review and understanding of the ARPA regulations, it is my opinion that use of ARPA funds for such a project is clearly permissible per myriad sections and subsections of the enabling legislation and published guidance.

- There appears to be a need for this service. According to the US Bureau of the Census, around 18,000 Anderson County households (about one-quarter of all households) do not have an internet subscription.

- Six of the ACL's nine locations are in census tracts reporting 30% or more of households lacking an at-home internet subscription.

- This program will provide vulnerable populations access to various employment and educational opportunities as well as human services.

- This project will be of invaluable assistance to Anderson County decisionmakers as they prioritize any future community broadband projects. Analysis of geographical checkout patterns and other trends accumulated during the project period will allow us to better target areas of need and ascertain whether the need is based on lack of infrastructure, monthly service costs, personal choice, or some combination of these factors.

- Reasonable and proper safeguards are in place with regard to the proposed program. The hot-spots will have the same internet filters as those used throughout the library system. Should anyone not return the hot-spot equipment, the device will be remotely deactivated so as to be of no use to anybody unless they need a paperweight and the delinquent patron will no longer be allowed library checkout privileges. Lost, stolen, or damaged hot-spots are comparatively inexpensive to replace and the library system will be responsible for any such replacements.

Anderson County Library

Annie Sutton
300 N. McDuffie St.
Anderson, SC 29621

August 9, 2021

Rusty Burns
P.O. Box 802
Anderson, SC 29622

Dear Mr. Burns,

I would like to formally request that the Anderson County Council consider using ARPA funds for a pilot broadband project facilitated by the Anderson County Library System. This two-year pilot project entails providing hotspot devices for library patrons to checkout and use at home.

The American Rescue Plan Act specifically lists broadband infrastructure as a possible use for the funds. The COVID-19 pandemic has highlighted that residents of Anderson County face issues with broadband availability and affordability. Some residents do not have access to broadband internet in their area or simply cannot afford to pay for internet in their homes. Funding this pilot program through the Library for two years will provide time for the County to address broadband access issues on a larger structural level.

I propose providing 30 units and lines across the nine Anderson County Library locations. These devices will check out to adult patrons who have library cards in good standing for one week at a time. The devices will have standard web content filtering, and the Library will provide cases to protect against damage. The hotspot devices will be available for any patron to check out, but the Library will specifically market them for use by those without internet service, to parents/guardians who have children who need internet for homework, and those looking for employment.

Over the two-year pilot program, the Library will consistently monitor quantitative and qualitative use by the public. At the end administrative staff will reassess the need and determine how to move forward.

Attached to this email you will also find a pricing quote from T-Mobile for the project. I'd be happy to talk further about this idea or answer any questions you may have about it.

Thank you for your consideration!
Annie Sutton
Library Director
Anderson County Library System

Anderson County Library Price Quote Quote Valid Thru: 2/5/2022

7/12/2021	Vendor:	T-Mobile USA
Anderson County Library	Vendor POC:	Polfliet, Daniel
Annie Sutton	Vendor Email:	Daniel.Polfliet1@T-Mobile.com
asutton@andersonlibrary.org	T-Mobile's Cage Code:	3BQL1
8642604500	T-Mobile's Tax ID:	91-1983600
143026181	T-Mobile's DUNS:	06-852-8376
0004121760		

roduct Name	Product Description	SOC	Quantity	ECF Monthly Rate	ECF Monthly Total	Base Year (12 Month Total)	Option Year1 12 Month Total
Choice Government Unlimited 4G	Unlimited 4G LTE High speed Mobile Internet Data, Unlimited domestic messaging, Domestic data roaming, Simple Global, Stateside International Unlimited Texting For use with Tablets/Hotspots/Routers/Modems	GVUNLMI	30	$30.10	$903.00	$10,836.00	$10,836.00
	Web Content Filtering for Government	GEDFLTER0, GFLTER0B	30	$0.00	$0.00	$0.00	$0.00
					$903.00	$10,836.00	$10,836.00

HARGES

pment Category	Product Description	SOC	Quantity	Unit Rate	Total	Base Year	Option Year1
	Franklin T9		30	$90.00	$2,700.00	$2,700.00	$0.00
					$2,700.00	$2,700.00	$0.00

	Credit Description		Quantity	Amount	Total	Base Year (12 Month Total)	Option Year1 12 Month Total
	Franklin T9 on Us Promotion		30	($90.00)	($2,700.00)	($2,700.00)	$0.00
					($2,700.00)	($2,700.00)	$0.00

	Monthly Total	PoP Total	PoP Total
Total Recurring Charges	$903.00	$10,836.00	$10,836.00
*Fees (911, USF) 6%	$54.18	$650.16	$650.16
Equipment		$2,700.00	$0.00
One-Time Credits		($2,700.00)	$0.00
**Discounted Grand Total:		$11,486.16	$11,486.16

ernment Unlimited Rate Plan with Subsidy Allowance and First Responder Government Rate Plan with Subsidy Allowance - Smartphones & Tablets
tive, Customer will activate a line of Service under its Master Account. Each line of Service must be activated and maintained for at least 24 months from the date of activation without any suspension or termination of any line of Service (the

emain active, without suspension, for a 90-day period following the activation ("**Minimum Activations Period**");
e activated in accordance with the terms of the Agreement;
s activated under the Master Account can only qualify once for a device subsidy during the Initial Term;
nbined with any other discounts, credits or promotional offers; and
-Mobile must be in good standing to receive the subsidy.
d/Termination. If any line of Service that received a Subsidy or any other future credit that T-Mobile may agree to provide to Customer is terminated prior to the end of the Subsidy Term, then Customer agrees to pay or reimburse T-Mobile the pro that has been credited by T-Mobile to the Customer for each terminated line of Service (for purposes of illustration only, if Customer terminates the applicable line 12 months following activation, and if T-Mobile has issued a subsidy of $150 for will reimburse T-Mobile $75 (i.e. 50% [12/24 months] X $150) for such terminated line). Customer may either (i) pay T-Mobile the aggregate amount of issued subsidy for terminated lines of Service which are terminated before the end of the Subsidy mination of the affected lines of Service; or (ii) T-Mobile may charge Customer for the Activation Credits issued for each terminated lines of Service and Customer agrees to pay T-Mobile for the Subsidy issued to Customer for the terminated lines of notice by T-Mobile.
s are available to elementary, middle, high schools, and school districts across the U.S. The eligibility criteria and EmpowerED Program offers are posted here: https://www.t-mobile.com/business/education/empowered2
r Subsidy allowance under EmpowerED Program:
ubsidy to be effective, Customer must purchase a Device from T-Mobile with an activated line of Service based on the EmpowerED rate plan listed under its Master Account. Each line of Service must be activated and maintained for at least the Term termination of any line of Service that received the Device Discount/Subsidy (the "**Device Discount/Subsidy Term**");
nnot change or move the lines of Service with a Device Discount/Subsidy to a rate plan with a different or lower Rate Plan during the Device Discount/Subsidy Term and if it does, Customer will reimburse T-Mobile for a pro rata portion of the Device l for each month remaining in the Device Discount/Subsidy Term.
ch Device purchased must be activated in accordance with the terms of the Master Agreement.

NTAL TRANSFERS

Year 2020 - 2021

	DEPARTMENT NAME	FROM: ACCOUNT NAME ACCOUNT NUMBER	TO: ACCOUNT NAME ACCOUNT NUMBER	AMOUNT	REASON
1	Between Depts. Spec Pops to Parks	Spec Pops - Overtime 001-5066-001-103	Parks - Overtime 001-5065-000-103	2,490.00	Saluda River Rally a fundraiser for Area 14 Special Olympics
2	Development Standards	Salaries - Full 001-5069-000-101	Salaries - Part time 001-5069-000-102	15,200.00	High volume of permitting; part time needed to assist heavy workload
3	Development Standards	Salaries - Full 001-5069-000-101	Salaries - Overtime 001-5069-000-103	305.00	High volume of permitting; over time needed to assist heavy workload
4	Development Standards	Supplies - Office 001-5069-000-269	Postage 001-5069-000-243	3,125.00	New notification ordinance requires notification within 2,000 ft of subject property for Public Hearing
5	Development Standards	Advertising 001-5069-000-201	Fuel and Oil 001-5069-000-216	395.00	Compliance issues for fieldwork; additional notification signage
6	Registration & Elections	Printing 001-5081-000-245	Overtime 001-5081-000-103	2,400.00	Workload in 2020 General Election
7	Registration & Elections	Lodging 001-5081-000-293	Advertising 001-5081-000-201	1,475.00	Notices requirement for Special Elections
8	Registration & Elections	Printing 001-5081-000-245	Postage 001-5081-000-243	1,980.00	Registration cards sent to voters was greater than anticipated
9	Registration & Elections	Dues and Subscriptions 001-5081-000-211	Rent- Equipment 001-5081-000-247	115.00	Delivery and Pick Up trucks rented for Election Equipment
10	Between Depts. Registration to Poll Workers	Supplies - DP 001-5081-000-287	Salaries - Part time 001-5082-000-102	27,500.00	Unplanned Special Elections
11	Poll Workers	Training 001-5082-000-277	Meals 001-5082-000-236	158.00	Meals during unplanned Special Elections
12	Coroner	Computer Software 001-5131-000-209	Dues 001-5131-000-211	45.00	Coroner's Assoc; American Board
13	Coroner	Training for Employees 001-5131-000-277	Insurance - Vehicles 001-5131-000-228	690.00	Projected Insurance did not cover actual
14	Coroner	Computer Software 001-5131-000-209	Meals 001-5131-000-236	220.00	Conference
15	Coroner	Computer Software 001-5131-000-209	Supplies - Photo 001-5131-000-271	105.00	Vehicles Cameras
16	Coroner	Computer Software 001-5131-000-209	Photocopy 001-5131-000-347	115.00	Increase in Xerox
17	Coroner	Training for Employees 001-5131-000-277	Lodging 001-5131-000-293	885.00	Conference
18	Coroner	Autopsies 001-5131-000-302	Supplies - Medical 001-5131-000-283	3,900.00	SARs Test kits, Veritor Plus Analyzer, Needles Syringes, etc.

	DEPARTMENT NAME	FROM: ACCOUNT NAME ACCOUNT NUMBER	TO: ACCOUNT NAME ACCOUNT NUMBER	AMOUNT	REASON
19	Coroner	Lab Testing 001-5131-000-317	Supplies - Medical 001-5131-000-283	1,900.00	SARs Test kits, Veritor Plus Analyzer, Needles Syringes, etc.
20	Coroner	Training for Employees 001-5131-000-277	Supplies - Medical 001-5131-000-283	705.00	SARs Test kits, Veritor Plus Analyzer, Needles Syringes, etc.
21	Detention Center	Worker's Comp 001-5141-000-150	Insurance Reserve Fund 001-5141-000-118	11,260.00	Tort Liability higher than projected budget
22	Detention Center	Insurance - Building 001-5141-000-225	Insurance - Equipment 001-5141-000-226	50.00	Actual premiums were higher than projected budgeted
23	Detention Center	Insurance - Building 001-5141-000-225	Insurance - Vehicles 001-5141-000-228	585.00	Actual premiums were higher than projected budgeted
24	Detention Center	Juvenile Facility Fee 001-5141-000-318	Meals 001-5141-000-236	800.00	Meals during travel and training
25	Detention Center	Juvenile Facility Fee 001-5141-000-318	Photocopy 001-5141-000-347	3,000.00	New contracts - hoping to reduce the cost of toners and cartridge
26	Sheriff	Supplies - Photo 001-5161-000-271	Supplies - Boarding 001-5161-000-263	1,300.00	Food, Boarding, Pens, Concrete Pads, all items needed for our Canines
27	Sheriff	Telephone 001-5161-000-275	Supplies - Office 001-5161-000-269	7,200.00	Folders, Paper, toners and cartridges; general office supplies
28	Sheriff	Safety 001-5161-000-284	Uniforms and Clothing 001-5161-000-280	28,000.00	Pants, shirts, badges, alterations - all associated needs of outfitting officers, this includes new uniforms and replacements
29	Sheriff	Telephone 001-5161-000-275	Uniforms and Clothing 001-5161-000-280	14,500.00	Pants, shirts, badges, alterations - all associated needs of outfitting officers, this includes new uniforms and replacements
30	Sheriff	Printing 001-5161-000-245	Skip J Range 001-5161-000-297	3,000.00	Due to COVID - this was not paid last FY. Paying 2 years now
31	Sheriff	Professional Services 001-5161-000-304	Communications Equip 001-5161-000-306	24,000.00	Verizon charges - this allows the officers to type in reports and research from the field
32	Sheriff	Professional Services 001-5161-000-304	Photocopy 001-5161-000-347	8,400.00	New contracts - hoping to reduce the cost of toners and cartridge
33	Roads and Bridges	Fuel and Oil 001-5221-000-216	Pipe 001-5221-000-272	4,800.00	15" pipe needed to continue driveway aprons that are scheduled
34	Roads and Bridges	Fuel and Oil 001-5221-000-216	Insurance - Equipment 001-5221-000-226	12,000.00	Projected Insurance did not cover actual
35	Roads and Bridges	Fuel and Oil 001-5221-000-216	Insurance - Vehicles 001-5221-000-228	6,000.00	Projected Insurance did not cover actual
36	Roads and Bridges	Service Contracts	Supplies - Office		

\TAL TRANSFERS

Year 2020 - 2021

	DEPARTMENT NAME	FROM: ACCOUNT NAME ACCOUNT NUMBER	TO: ACCOUNT NAME ACCOUNT NUMBER	AMOUNT	REASON
		001-5221-000-375	001-5221-000-269	3,600.00	Document Scanning Program
37	Building & Codes	Books and Publications 001-5411-000-204	Supplies -Office 001-5411-000-269	550.00	General office supplies
38	Airport	Rent - Equipment 142-5775-000-247	Capital Purchases 142-5775-000-499	20,723.52	Improvements on Secondary runway
39	Airport	Rent - Equipment 142-5775-000-247	Park Maintenance 142-5775-000-253	15,000.00	Landscaping at new terminal building
40	Airport	Supplies - Asphalt 142-5775-000-261	Park Maintenance 142-5775-000-253	850.00	Landscaping at new terminal building
41	Airport	Training 142-5775-000-277	Dues and Subscriptions 142-5775-000-211	239.95	Airnav.com fuel pricing subscriptions
42	Airport	Training 142-5775-000-277	Fuel and Oil 142-5775-000-216	1,600.00	To cover fuel for Mowers and tractors
43	Solid Waste	Advertising 420-5954-000-201	Postage 420-5954-000-243	25.00	Higher than projected
44	Solid Waste	Advertising 420-5954-000-201	Credit Card Charges 420-5954-000-206	25.00	Credit Card activity - this was started in May 2021
45	Solid Waste	Landscaping 420-5954-000-270	Telephone 420-5954-000-275	3,000.00	Wi-Fi for Manse Jolly, King David and Agnew Road for camera systems
46	Solid Waste	Small Hand Tools 420-5954-000-260	Repairs 420-5954-000-252	6,395.00	Major repairs on large equipment
47	Solid Waste	Supplies - Asphalt 420-5954-000-261	Repairs 420-5954-000-252	4,000.00	Major repairs on large equipment

DATE

Janie Turmon, Assistant Clerk to Council

FY 20-21

BUDGET TRANSFER

DIVISION: PRT

DEPARTMENT: Special Pops & Parks

FROM:		TO:		AMOUNT:
TITLE	Salaries-Overtime	TITLE	Salaries-Overtime	
ACCT.#	001-5066-001-103	ACCT#	001-5065-103	2490.00
TITLE		TITLE		
ACCT.#		ACCT#		
TITLE		TITLE		
ACCT#		ACCT#		
TITLE		TITLE		
ACCT.#		ACCT#		
TITLE		TITLE		
ACCT.#		ACCT#		

Total

Explain, in COMPLETE DETAIL, the reason for the transfer.

REASON:
This will pay for OT worked by county employees during the Saluda Rivery Rally, a fundraiser for Special Olympics Area 14 which is managed by Special Pops.

Is this transfer within your department? (Circle One) Yes No

Is this transfer within your division? (Circle One) Yes No

DEPT. HEAD: DATE:

DIVIS HEAD: DATE: 6/10/21

FINANCE: DATE:

ADMINISTRATOR: DATE: 6.14.21

Journal Entry # DATE:

FY 20-21

BUDGET TRANSFER

DIVISION: Planning

DEPARTMENT: Development Standards

FROM:		TO:		AMOUNT:
TITLE	Salaries-Full Time	TITLE	Salaries-Temp/Part-Time	15,200
ACCT.#	5069-000-000-101	ACCT#	5069-000-000-102	~~13,175.00~~
TITLE	Salaries-Full Time	TITLE	Salaries-Overtime	
ACCT.#	5069-000-000-101	ACCT#	5069-000-000-103	305.00
TITLE	Supplies. Office	TITLE	Postage	
ACCT#	001 5069 000 269	ACCT#	5069-000-000-243	3125.00
TITLE	Advertising	TITLE	Fuel & Oil	
ACCT.#	001-5069-000 201	ACCT#	5069-000-000-216	395.00
TITLE		TITLE		
ACCT.#		ACCT#		

Total 19,025

Explain, in COMPLETE DETAIL, the reason for the transfer.

REASON:

1. High volume of permitting/extremely busy time for the Department part-time personnel needed to assist department with heavy workload.
2. New notification ordinance adopted requires notification of county land use projects within 2,000 feet of subject property for public hearing.
3. High volume of permitting and compliance issues for fieldwork and additional notification signage and pick up illegal signage.

Is this transfer within your department? (Circle One) Yes No

Is this transfer within your division? (Circle One) Yes No

DEPT. HEAD:		DATE:	
DIVIS HEAD:	Alesia A. Hunter	DATE:	August 9, 2021
FINANCE:		DATE:	8 10 21
ADMINISTRATOR:		DATE:	8.11.21
Journal Entry #		DATE:	

FY 20-21

BUDGET TRANSFER

DIVISION: Voter Registration and Elections

DEPARTMENT: 5081-Voter Registration and Elections

FROM:		TO:		AMOUNT:
TITLE	Printing	TITLE	Salaries - Overtime	
ACCT.#	5081-000-245	ACCT#	5081-000-103	2,400.-
TITLE	Lodging	TITLE	Advertising	
ACCT.#	5081-000-293	ACCT#	5081-000-201	1475.
TITLE	Printing	TITLE	Postage	
ACCT#	5081-000-245	ACCT#	5081-000-243	1980-
TITLE	Dues and Subscriptions	TITLE	Rental Equipment	
ACCT.#	5081-000-211	ACCT#	5081-000-247	115-
TITLE		TITLE		
ACCT.#		ACCT#		

Total 5970-

Explain, in COMPLETE DETAIL, the reason for the transfer.

REASON:
*Workload in 2020 General Election created shortage in overtime account.
*Notices required for special elections in first six months of 2021 created shortage in advertising.
*The number of VR notification cards that had to be sent to voters was greater than anticipated.
*Due to the number of special elections that required delivery and pick up of election equipement, a shortage occurred for rental of trucks.

Is this transfer within your department? (Circle One) Yes No

Is this transfer within your division? (Circle One) Yes No

DEPT. HEAD: Laura Booth DATE: 8-18-21
DIVIS HEAD: Laura Booth DATE: 8-18-21
FINANCE: DATE:
ADMINISTRATOR: DATE: 8-23-21
Journal Entry # DATE:

FY 20-21

BUDGET TRANSFER

DIVISION: Voter Registration and Elections

DEPARTMENT: 5082-Voter Registration and Elections

FROM:		TO:		AMOUNT:
TITLE	Supplies - Data Processing	TITLE	Salaries - Temp/Part Time	27,500-
ACCT.#	5081-000-287	ACCT#	5082-000-102	~~27,434.63~~
TITLE	Training for Employees	TITLE	Meals	
ACCT.#	5082-000-277	ACCT#	5082-000-236	158-
TITLE		TITLE		
ACCT#		ACCT#		
TITLE		TITLE		
ACCT.#		ACCT#		
TITLE		TITLE		
ACCT.#		ACCT#		

Total 27,658

Explain, in COMPLETE DETAIL, the reason for the transfer.

REASON:
*Unplanned special elections in first six months of 2021 created a shortage in temp/part-time salaries to pay for the poll workers necessary to conduct these elections.

*Due to the additional delivery/pick-up runs needed for the unplanned elections, reimbursement for meals was more than anticipated.

Is this transfer within your department? (Circle One) Yes No

Is this transfer within your division? (Circle One) Yes No

DEPT. HEAD: Laura P. Booth DATE: 8-18-21
DIVIS HEAD: Laura P. Booth DATE: 8-18-21
FINANCE: DATE:
ADMINISTRATOR: DATE: 8-23-21

Journal Entry # DATE:

BUDGET TRANSFER

FY 20-21

DIVISION: Coroner

DEPARTMENT: Coroner

FROM:		TO:		AMOUNT:
TITLE	Computer Software	TITLE	Dues	
ACCT#	001-5131-000-209	ACCT#	001-5131-000-211	45.00
TITLE	Training for Employees	TITLE	Insurance - ~~Veheiels~~ Vehicles	
ACCT#	001-5131-000-277	ACCT#	001-5131-000-228	690.00
TITLE	Computer Software	TITLE	Meals	
ACCT#	001-5131-000-209	ACCT#	001-5131-000-236	220.00
TITLE	Computer Software	TITLE	Supplies - Photo	
ACCT#	001-5131-000-209	ACCT#	001-5131-000-271	105.00
TITLE	Computer Software	TITLE	Photocopy	
ACCT#	001-5131-000-209	ACCT#	001-5131-000-347	115.00
			Total	1,175.00

Explain, in COMPLETE DETAIL, the reason for the transfer.

REASON:
211 - SC Coroner's Assoc. & American Brd of Medico Legal Death Investigation;
228 - Projected insurance higher; 236 - Quarterly Coroner's Meeting; **271**-X4 Vehicle Cameras;
347 - Increase in Xerox

Is this transfer within your department? (Circle One) Yes No

Is this transfer within your division? (Circle One) Yes No

DEPT. HEAD: **DATE:** 08/18/21
DIVIS HEAD: **DATE:**
FINANCE: **DATE:**
ADMINISTRATOR: **DATE:**

Journal Entry # **DATE:**

BUDGET TRANSFER

FY 20-21

DIVISION: Coroner

DEPARTMENT: Coroner

FROM:		TO:		AMOUNT:
TITLE	Training for Employees	TITLE	Lodging	
ACCT#	001-5131-000-277	ACCT#	001-5131-000-293	885.00
TITLE	Autopsies	TITLE	Supplies - Medical	
ACCT#	001-5131-000-302	ACCT#	001-5131-000-283	3,900.00
TITLE	Lab Testing	TITLE	Supplies - Medical	
ACCT#	001-5131-000-317	ACCT#	001-5131-000-283	1,900.00
TITLE	Training for Employees	TITLE	Supplies - Medical	
ACCT#	001-5131-000-277	ACCT#	001-5131-000-283	705.00
TITLE		TITLE		
ACCT#		ACCT#		
			Total	~~6,685.00~~ 7390

Explain, in COMPLETE DETAIL, the reason for the transfer.

REASON:

293 - Coroner's Confeerence

283 - SARS Test Kits, Veritor Plus Analyzer, Needles, Syringes, Body Bags, etc.

Is this transfer within your department? (Circle One) Yes No

Is this transfer within your division? (Circle One) Yes No

DEPT. HEAD: DATE: 08/18/21

DIVIS HEAD: DATE:

FINANCE: DATE:

ADMINISTRATOR: DATE:

Journal Entry # DATE:

BUDGET TRANSFER

FY 20-21

DIVISION: Sheriff

DEPARTMENT: Detention Center

FROM:		TO:		AMOUNT:
TITLE	Worker's Comp	TITLE	Insurance Reserve Fund	
ACCT.#	001-5141-000-150	ACCT#	001-5141-000-118	11240-
TITLE	Ins. Building	TITLE	Insurance - Equipment	
ACCT.#	001 5141 000 225	ACCT#	001-5141-000-226	50.00
TITLE	Ins. Building	TITLE	Insurance - Vehicles	
ACCT.#	001 5141 000 225	ACCT#	001-5141-000-228	585.00
TITLE	Juvenile Facility Fee	TITLE	Meals	
ACCT.#	001 5141 000 318	ACCT#	001-5141-000-236	800.00
TITLE	Juvenile Facility Fee	TITLE	Photocopy	
ACCT.#	001-5141-000-318	ACCT#	001-5141-000-347	3,000.00
			Total	15695-

Explain, in COMPLETE DETAIL, the reason for the transfer.

REASON:
118 - Tort Liability higher than projected budget; 226 & 228 - Actual premiums were higher than projected budget; 236 - Meals during travel and training;
347 - New contracts - hoping to reduce the cost of toners and cartridges

Is this transfer within your department? (Circle One) Yes No

Is this transfer within your division? (Circle One) Yes No

DEPT. HEAD: DATE:

DIVIS HEAD: DATE: 7/30/21

FINANCE: DATE:

ADMINISTRATOR: DATE: 8.5.21

Journal Entry # DATE:

BUDGET TRANSFER

FY 20-21

DIVISION: Sheriff

DEPARTMENT: Sheriff

FROM:		TO:		AMOUNT:
TITLE	Supplies - Photo	TITLE	Supplies - Boarding	
ACCT.#	001-5161-000-271	ACCT#	001-5161-000-263	1300 -
TITLE	Telephone	TITLE	Supplies - Office	
ACCT.#	001 5761 000 275	ACCT#	001-5161-000-269	7,200.00
TITLE	Safety	TITLE	Uniforms and Clothing	
ACCT.#	001 5761 000-284	ACCT#	001-5161-000-280	28,000.00
TITLE	Telephone	TITLE	Uniforms and Clothing	
ACCT.#	001-5161-000-275	ACCT#	001-5161-000-280	14,500.00
TITLE	Printing	TITLE	Skip J Range	
ACCT.#	001-5161-000-245	ACCT#	001-5161-000-297	3,000.00
			Total	54,000

Explain, in COMPLETE DETAIL, the reason for the transfer.

REASON:
263 - Food, Boarding, Pens, Concrete Pads, all items needed for our Canines; 269 - folders, paper, toners and cartridges; general office supplies; 280 - Pants, shirts, badges, alterations - all associated needs of outfitting officers, this includes new uniforms as well as replacements; 297 - due to COVID we are paying ~~to~~ two years this FY

Is this transfer within your department? (Circle One) Yes No

Is this transfer within your division? (Circle One) Yes No

DEPT. HEAD: DATE:

DIVIS HEAD: DATE: 7/30/21

FINANCE: J Pressley DATE:

ADMINISTRATOR: DATE: 8.5.21

Journal Entry # DATE:

BUDGET TRANSFER

FY 20-21

DIVISION: Sheriff

DEPARTMENT: Sheriff

FROM:		TO:		AMOUNT:
TITLE	Professional Services	TITLE	Communications Equip	
ACCT.#	001-5161-000-304	ACCT#	001-5161-000-306	24,000.00
TITLE	Professional Services	TITLE	Photocopy	
ACCT.#	001-5161-000-304	ACCT#	001-5161-000-347	8400.00
TITLE		TITLE		
ACCT.#		ACCT#		
TITLE		TITLE		
ACCT.#		ACCT#		
TITLE		TITLE		
ACCT.#		ACCT#		
			Total	32,400

Explain, in COMPLETE DETAIL, the reason for the transfer.

REASON:
306 - Verizon charges - this allows the officers to type in reports and research from the field
347 - New contracts - hoping to reduce the cost of toners and cartridges

Is this transfer within your department? (Circle One) Yes No

Is this transfer within your division? (Circle One) Yes No

DEPT. HEAD: DATE:
DIVIS HEAD: DATE: 7/30/21
FINANCE: J Pressley DATE:
ADMINISTRATOR: DATE: 8.5.21

Journal Entry # DATE:

FY 2021

BUDGET TRANSFER

DIVISION: Public Works

DEPARTMENT: Roads and Bridges 5221

FROM:		TO:		AMOUNT:
TITLE	Fuel and Oil	TITLE	Pipe	
ACCT.#	001-5221-000-216	ACCT#	001-5221-000-272	$4,800
TITLE		TITLE		
ACCT.#		ACCT#		
TITLE		TITLE		
ACCT#		ACCT#		
TITLE		TITLE		
ACCT.#		ACCT#		
TITLE		TITLE		
ACCT.#		ACCT#		

Total $4,800 ~~0.00~~

Explain, in COMPLETE DETAIL, the reason for the transfer.

REASON:
Our pipe account will go negative before the end of the current budget. This transfer is needed to cover 2 loads of 15" pipe that is needed to continue with the current driveways that are scheduled for installation.

Is this transfer within your department? (Circle One) Yes No

Is this transfer within your division? (Circle One) Yes No

DEPT. HEAD: Matt Hogan **DATE:** 6/8/2021
DIVIS HEAD: [signature] **DATE:** 6/21/21
FINANCE: **DATE:**
ADMINISTRATOR: [signature] **DATE:** 6-23-21

Journal Entry # **DATE:**

FY 20-21

BUDGET TRANSFER

DIVISION: Public Works

DEPARTMENT: 5221 - Roads and Bridges

FROM:		TO:		AMOUNT:
TITLE	Fuel and Oil	TITLE	Insurance- Equipment	
ACCT.#	001-5221-000-216	ACCT#	001-5221-000-226	12,000
TITLE	Fuel and Oil	TITLE	Insurance- Vehicles	
ACCT.#	001-5221-000-216	ACCT#	001-5221-000-228	6,000
TITLE		TITLE		
ACCT#		ACCT#		
TITLE		TITLE		
ACCT.#		ACCT#		
TITLE		TITLE		
ACCT.#		ACCT#		

Total $18,000 ~~0.00~~

Explain, in COMPLETE DETAIL, the reason for the transfer.

REASON:
This transfer is needed to cover the negative accounts for insurance. Insurance costs must have been more than predicted when the budget was made.

Is this transfer within your department? (Circle One) Yes No

Is this transfer within your division? (Circle One) Yes No

DEPT. HEAD: Matt Hogan DATE: 6-2-21

DIVIS HEAD: Matt Hogan DATE: 6/8/21

FINANCE: DATE:

ADMINISTRATOR: DATE: 6-17-21

Journal Entry # DATE:

FY 20.21

BUDGET TRANSFER

DIVISION: Public Works

DEPARTMENT: 5221 Roads and Bridges

FROM:		TO:		AMOUNT:
TITLE ACCT.#	001-5221-000-375 Service Contracts	TITLE ACCT#	001-5221-000-289 Office Supplies	3600
TITLE ACCT.#		TITLE ACCT#		
TITLE ACCT#		TITLE ACCT#		
TITLE ACCT.#		TITLE ACCT#		
TITLE ACCT.#		TITLE ACCT#		

Total $ 2,500 ~~0.00~~

Explain, in COMPLETE DETAIL, the reason for the transfer.

REASON:
Transfer is needed to cover negative amount in office supply account due to purchases needed to implement new document scanning program. ****This is for the 20-21 budget*******

Is this transfer within your department? (Circle One) Yes No

Is this transfer within your division? (Circle One) Yes No

DEPT. HEAD: Matt Hogan **DATE:** 7-25-21

DIVIS HEAD: [signature] **DATE:** 7/28/21

FINANCE: **DATE:**

ADMINISTRATOR: [signature] **DATE:** 8.5.21

Journal Entry # **DATE:**

FY 20-21

BUDGET TRANSFER

FY 2020-21

DIVISION: PUBLIC WORKS

DEPARTMENT: Building and Codes

FROM:		TO:		AMOUNT:
TITLE	Books & Publication		Office Supplies	
ACCT.#	001-5411-000-204		001-5411-000-269	$550.00
TITLE				
ACCT.#				
TITLE		TITLE		
ACCT.#		ACCT#		$

Explain, in COMPLETE DETAIL, the reason for the transfer.

REASON:
Not enough in office supply account to cover additional supplies that were needed for new hire

Is this transfer within your department? (Circle One) Yes No

Is this transfer within your division? (Circle One) Yes No

DEPT. HEAD: DATE: 6/18/21

DIVIS HEAD: DATE: 6/18/2021

FINANCE: DATE: 6 24 21

ADMINISTRATOR: DATE: 6-28-21

Journal Entry # DATE:

FY 20-21

BUDGET TRANSFER

DIVISION: AIRPORT 5775

DEPARTMENT: OPERATIONS

	FROM:		TO:		AMOUNT:
1	TITLE	Rent - Equipment	TITLE	Capital Purchases	
	ACCT.#	142-5775-000-247	ACCT#	142-5775-000-499	20,723.52
2	TITLE	Rent - Equipment	TITLE	Park Maintenance	
	ACCT.#	142-5775-000-247	ACCT#	142-5775-000-253	15,000
3	TITLE	Supplies - Asphalt	TITLE	Park Maintenance	
	ACCT#	142-5775-000-261	ACCT#	142 5775 000 253	850
4	TITLE	Training	TITLE	Dues & Subscriptions	
	ACCT.#	142 5775 000 277	ACCT#	142-5775-000-211	239.95
5	TITLE	Training for Employees	TITLE	Fuel and Oil	
	ACCT.#	142-5775-000-277	ACCT#	142-5775-000-216	1600
6	TITLE		TITLE		
	ACCT.#		ACCT#		
7	TITLE		TITLE		
	ACCT.#		ACCT#		
				Total	38,413.47

Explain, in COMPLETE DETAIL, the reason for the transfer.

REASON:

1) A budget transfer is being requested to cover the asphalt overlay imrpovements already completed on our secondary runway 17/35.

2 & 3) Budget transfers are being requested to cover the costs of landscaping at the new terminal building.

4) A budget transfer is being requested to cover costs associated with our Airnav.com fuel pricing notifications listing.

5) There was an increase in fuel costs for the mowers and tractors. This budget transfer is requested to cover outstanding invoices.

Is this transfer within your department? (Circle One) Yes No

Is this transfer within your division? (Circle One) Yes No

DEPT. HEAD: Brett Dennison DATE: 6-28-2021

DIVISION HEAD: N. St. Newton DATE: 6-28-2021

FINANCE: DATE:

ADMINISTRATOR: DATE: 6-30-21

Journal Entry # DATE:

FY 20-21

BUDGET TRANSFER

DIVISION: PUBLIC WORKS

DEPARTMENT: SOLID WASTE

FROM:		TO:		AMOUNT:
TITLE	Advertising	TITLE	Postage	
ACCT.#	420-5954-000-201	ACCT#	420-5954-000-243	25.00
TITLE	Advertising	TITLE	Credit Card Charges	
ACCT.#	420-5954-000-201	ACCT#	420-5954-000-206	25.00
TITLE		TITLE		
ACCT#		ACCT#		
TITLE		TITLE		
ACCT.#		ACCT#		
TITLE		TITLE		
ACCT.#		ACCT#		

Total 50.00

Explain, in COMPLETE DETAIL, the reason for the transfer.

REASON:
Actual costs were greater than projected.

Is this transfer within your department? (Circle One) Yes No

Is this transfer within your division? (Circle One) Yes No

DEPT. HEAD: [signature] DATE: 8/17/21
DIVIS HEAD: [signature] DATE: 8/17/21
FINANCE: DATE:
ADMINISTRATOR: DATE:

Journal Entry # DATE:

FY 20 21

BUDGET TRANSFER

DIVISION: PUBLIC WORKS

DEPARTMENT: SOLID WASTE

FROM:		TO:		AMOUNT:
TITLE	Landscaping Supplies	TITLE	Telephone	
ACCT.#	420-5954-000-270	ACCT#	420-5954-000-275	3000.00
TITLE		TITLE		
ACCT.#		ACCT#		
TITLE		TITLE		
ACCT#		ACCT#		
TITLE		TITLE		
ACCT.#		ACCT#		
TITLE		TITLE		
ACCT.#		ACCT#		

Total 3000.00

Explain, in COMPLETE DETAIL, the reason for the transfer.

REASON:
Telephone budget was greater than projected due to purchase of Wi-Fi for Manse Jolly, King David, Slabtown and Agnew Road Convenience Centers due to installing camera systems to monitor late nights breakins.

Is this transfer within your department? (Circle One) Yes No

Is this transfer within your division? (Circle One) Yes No

DEPT. HEAD:	[signature]	DATE:	8/17/21
DIVIS HEAD:	[signature]	DATE:	8/17/21
FINANCE:		DATE:	
ADMINISTRATOR:		DATE:	
Journal Entry #		DATE:	

FY 20-21

BUDGET TRANSFER

DIVISION: PUBLIC WORKS

DEPARTMENT: SOLID WASTE

FROM:		TO:		AMOUNT:
TITLE	Small Hand Tools	TITLE	Repairs	6395.00
ACCT.#	420-5954-000-260	ACCT#	420-5954-000-252	~~0000.00~~
TITLE	Asphalt	TITLE	Repairs	
ACCT.#	420-5954-000-261	ACCT#	420-5954-000-252	~~5000.00~~ 4000-
TITLE		TITLE		
ACCT#		ACCT#		
TITLE		TITLE		
ACCT.#		ACCT#		
TITLE		TITLE		
ACCT.#		ACCT#		
		Total		10395

Explain, in COMPLETE DETAIL, the reason for the transfer.

REASON:
Budget underestimated due to large repair bills on heavy equipment at the Starr Landfill.

Is this transfer within your department? (Circle One) Yes No

Is this transfer within your division? (Circle One) Yes No

DEPT. HEAD: [signature] DATE: 8/17/21

DIVIS HEAD: [signature] DATE: 8/17/21

FINANCE: DATE:

ADMINISTRATOR: DATE:

Journal Entry # DATE: