



# FINANCE COMMITTEE AGENDA

## Committee Members:

The Honorable Ken Waters, Chairman  
The Honorable M. Cindy Wilson  
The Honorable Ray Graham

**Friday, April 13, 2018 – 12:00 p.m.**

**Historic Courthouse  
Administrator's Conference Room - Second Floor**

**Chairman Ken Waters, Presiding**

1. Call to Order Chairman Waters
2. Invocation and Pledge of Allegiance Honorable Ray Graham
3. Bids Mr. Robert Carroll
  - a. Bid # 18-025 Change Order # 1 to Dolly Cooper Football Field Renovation
  - b. Bid # 18-049 Solid Waste Electronic Bid
  - c. Bid # 18-054 Class 2 Aircraft Rescue Fire Fighting Vehicle
  - d. Bid # 18-057 Boom Mower
4. Capital Ms. Rita Davis  
Ms. Rita Davis
  - a. SAR IV Reader with BW 5-Plex Firmware
  - b. Belkin Widescreen Rack-Mount Consoles
5. Two 800mhz Radios for Belton Police Department Mr. Ray Graham
6. Update on FY 18 Financial Position Ms. Rita Davis
7. Council Vision & Priorities for FY 19 Budget Mr. Rusty Burns
8. Transfers Ms. Rita Davis
9. Citizens Comments
10. Adjournment

**Tommy Dunn**  
Chairman, District 5

**Craig Wooten**  
Council District 1

**Tom Allen**  
Council District 4

**Cindy Wilson**  
Council District 7

**Ray Graham**  
V. Chairman, District 3

**Gracie Floyd**  
Council District 2

**Ken Waters**  
Council District 6

**Lacey Croegaert**  
Clerk to Council

**ANDERSON COUNTY**  
SOUTH CAROLINA  
**Rusty Burns** | County Administrator  
rburns@andersoncountysc.org

**Change Order 1**  
**Dolly Cooper Park-Football Field Renovations**  
**Anderson County, SC**  
**1/26/2018**

ITEM NO.	ITEM/DESCRIPTION	UNIT	QTY	UNIT PRICE	AMOUNT
<b>Option One</b>					
<b>Additional Cost Items</b>					
1	Mobilization	EA	1	\$1,669.00	\$1,669.00
2	Hunter HQ44-LRC-AW Quick Coupler	EA	3	\$750.00	\$2,250.00
3	Bermuda Tifway 419 Sod	SF	55,000	\$0.86	\$47,300.00
4	2" Bituminous Concrete Driveway with 6" ABC	SY	125	\$26.52	\$3,315.00
<b>Deduct Cost Items</b>					
1	Rye Seed	SF	41,350	\$0.11	\$4,548.50
2	Turf Establishment	SY	0	\$0	\$0.00
<b>Total Option One</b>					<b>\$49,985.50</b>

<b>Option Two</b>					
<b>Additional Cost Items</b>					
1	Mobilization	EA	1	\$1,595.00	\$1,595.00
2	Hunter HQ44-LRC-AW Quick Coupler	EA	3	\$750.00	\$2,250.00
3	Bermuda Tifway 419 Sod	SF	45,000	\$0.91	\$40,950.00
4	Bermuda Tifway 419 Seed	SF	13,200	\$0.20	\$2,640.00
5	2" Bituminous Concrete Driveway with 6" ABC	SY	125	\$26.52	\$3,315.00
<b>Deduct Cost Items</b>					
1	Rye Seed	SF	41,350	\$0.11	\$4,639.50
2	Turf Establishment	SY	0	0	\$0.00
<b>Total Option Two</b>					<b>\$46,110.50</b>
<b>Option Three</b>					
<b>Additional Cost Items</b>					
1	2" Bituminous Concrete Driveway with 6" ABC	SY	385	\$26.52	\$10,210.20
2	Grading/Finegrading	EA	1	\$2,754.00	\$2,754.00
<b>Total Option Two</b>					<b>\$12,964.20</b>



# MEMORANDUM

## ANDERSON COUNTY SOLID WASTE DEPARTMENT

**DATE:** April 4, 2018

**TO:** Robert Carroll, Purchasing Director

**FROM:** Greg Smith, Solid Waste Director

**SUBJECT:** Solid Waste Electronic Bid #18-049

The Anderson County Purchasing Department sent out a bid for the recycling of electronics for the Anderson County Solid Waste Department on February 22, 2018. Bids were due in on March 8, 2018 at 10:30am. The seven companies that responded were USB Recycling, ERI, Dynamic Recycling, eCycle Secure, Intelligent Lifecycle Solutions, Synergy Electronics Recycling and Powerhouse Recycling.

Staff would like to recommend Powerhouse Recycling to handle the recycling of electronics for Anderson County for a lower overall cost on handling our electronics. Anderson County's major cost of electronics is due to the large amount of TV's that we receive from residents to recycle. Anderson County recycled 312 tons of electronics last year.

Powerhouse Recycling offers free Freight, pallets, wrap and gay lords at no cost to Anderson County. Other electronic recycling companies charge freight or have a minimum requirement of weight for have free freight. Free freight will be a savings of \$200 to \$850 per load. We will also be saving about \$800 to \$1200 per load on our TV's thanks to the \$.16/lb. versus the \$.25/lb. we have been paying.

Greenwood County uses Powerhouse Recycling for the recycling of their electronics. They are very happy with the service they have been receiving. DHEC has been informed by other counties that they have no problems with the service that Powerhouse Recycling offers.

**Tommy Dunn**  
Chairman, District 5

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Council District 1

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Council District 4

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Council District 7

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Clerk to Council

**Rusty Burns** | County Administrator  
rburns@andersoncountysc.org

## Electronic Recyclables Transportation and Processing Bid Tabulation

Bid # 18-049

March 8, 2018

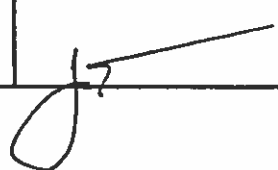
10:30 a.m.

Company Name	CRT/TV's	CRT/TV's (Broken)	CRT/TV's (Scavenged)	CPU's	DVD/DVD Players	LCD Recycling	Printers and Peripherals	PC Servers and Laptops	Cell Phones
USB Recycling	\$ .35/lb charged	\$ .45/lb charged	\$ .55/lb charged	\$1.22/lb paid	\$ .02/lb charged	\$ .03/lb charged	\$ .02/lb charged	\$ .25/lb paid	\$ .50/lb paid
ERI	\$ .20/lb charged	\$ .20/lb charged	\$ .35/lb charged	\$ .20/lb paid	\$ .15/lb charged	\$ .12/lb charged	\$ .15/lb charged	\$ .20/lb paid	\$ .50/lb paid
Dynamic Recycling	\$ .15/lb charged	\$ .15/lb charged	\$ .25/lb charged	\$ .15/lb paid	\$ .08/lb charged	\$ .14/lb charged	\$ .10/lb charged	\$ .18/lb paid	\$1.50/lb paid
eCycle Secure	\$ .18/lb charged	\$ .18/lb charged	\$ .18/lb charged	\$ .25/lb paid	\$ .05/lb charged	\$ .10/lb charged	\$ .05/lb charged	\$ .30/lb paid (Laptops)	\$2.00/lb paid
Intelligent Lifecycle Solutions	\$ .19/lb charged	\$ .19/lb charged	\$ .19/lb charged	\$ .25/lb paid	\$ .02/lb paid	No charge	No charge	\$ .25/lb paid	\$1.00/lb paid
Synergy Electronics Recycling	\$ .15/lb charged	\$ .30/lb charged	\$ .20/lb charged	\$20/lb complete paid \$ .10/lb incomplete paid \$ .00/lb stripped paid	\$ .01/lb paid	\$ .15/lb charged	\$ .00/lb paid	\$20/lb complete paid \$ .10/lb incomplete paid \$ .00/lb stripped paid	\$1.70/lb paid
Powerhouse Recycling	\$ .16/lb charged	\$ .16/lb charged	\$ .16/lb charged	\$ .20/lb paid	\$ .05/lb charged	\$ .10/lb charged	\$ .05/lb charged	\$ .25/lb paid	\$3.00/lb paid

Company Name	Cable & Wire Recycling	Hard Drives	Consumer Electronics	Electronic Boxes/Misc. Modems/LandLine Phones/Misc.	Freight Fee	Additional services
USB Recycling	\$.18/lb paid	\$.32/lb paid	\$.01/lb paid	\$.01/lb paid	\$200.00/pick-up	We will supply pallets, Gaylord, shrink wrap and transportation. We will also wipe all hard drives free of charge. Can destroy upon request
ERI	\$.10/lb charged	\$.15/lb paid	\$.15/lb charged	\$.15/lb charged	\$850.00/pick-up of packaged and sorted electronics with a 53-foot tractor/trailer	None Listed
Dynamic Recycling	\$.10/lb paid *excludes coax	\$.15/lb paid *with boards	\$.12/lb charged	\$.08/lb charged	\$350.00/pick-up. Minimum requirement of 20,000 lb. average or additional fees apply	Dynamic has many divisions, such as scrap and ITAD. We help many County's facilitate collection events across the nation and are fully certified electronics recycling with a no landfill policy.
eCycle Secure	\$.15/lb paid	\$1.00/lb paid	\$.05/lb charged	\$.05/lb charged	\$375.00/load	Flat Panel/LCD Monitors \$2.00/lb paid. Gaylord Boxes-no charge. Sort Fee-no charge. No additional charge for occasional and incidental breakage or scavanged equipment.
Intelligent Lifecycle Solutions	\$.25/lb paid	\$.50/lb paid	\$.01/lb paid	\$.01/lb paid	\$400.00/pick-up	Secure onsite and offsite hard drive destruction
Synergy Electronics Recycling	\$.25/lb paid	\$.40/lb paid	\$.00/lb paid	\$.00/lb paid	No charge for freight as long as trailers weigh an average of 15,000 net lbs.	We will provide shrink wrap at a rate of \$45/case (4 rolls). We provide pallets and gaylords no charge. We also recycle CRT monitors at a charge of \$.15/lb
Powerhouse Recycling	\$.20/lb paid	\$.35/lb paid	\$.05/lb charge	\$.05/lb paid	No charge	We provide pallets, wrap, and gaylords at no cost.

## Anderson County Purchasing Department Bid Tabulation

BID# 18-054 Class 2 Aircraft Rescue Fire Fighting Vehicle

	Vendor	TOTAL COST
1	OSH Kosh	\$358,621.20
2	Rosenbauer America	NR
3	TS Rescue	NR
4	EVI-FL	NR
5	Deep South Fire Trucks	NR
6	Spartan Fire	NR
7	Safe Industries	NR
8	VT Hackney	NR
9	Prime Vendor	NR
10	SC Fire Apparatus	NR
11	<b>ALL PRICES INCLUDE 7% SC SALES TAX AND DELIVERY</b>	
12	<b>AWARDED TO:</b>	OSH Kosh  4-3-2018



**EXHIBIT B**

**ANDERSON COUNTY BID FORM**

Name of Party submitting the Bid: Oshkosh Airport Products, LLC

To: Anderson County

1. Pursuant to the Notice Calling for Bids and the other Bid documents contained in the Bid package, the undersigned party submitting the Bid, having conducted a thorough inspection and evaluation of the Specifications and General Conditions contained therein, hereby submit the following pricing set forth herein:

<u>Qty.</u>	<u>U/M</u>	<u>Description</u>	<u>Unit Price</u>	<u>Ext. Price</u>
1	Each	Class 2 Aircraft Rescue Fire Fighting Vehicle : per specifications	\$ <u>335,160.00</u>	\$ <u>335,160.00</u>
			Delivery	\$ <u>Included - FOB Anderson, SC</u>
			Sales Tax	\$ <u>\$23,461.20</u>
			<b>TOTAL</b>	\$ <u>358,621.20</u>

Three Hundred Fifty Eight Thousand Six Hundred Twenty One Dollars and Twenty Cents

Unit Delivery Lead Time : 320 Days After Receipt of Order or Executed Contract.



PURCHASE  
REQUISITION  
COUNTY OF ANDERSON

201803072

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DO NOT USE THIS SPACE

DATE 4/06/2018

SHIP OR DELIVER TO

SPECIAL INSTRUCTIONS

ANDERSON COUNTY FLEET SERVICES\*\*\*\*INTERNAL USE ONLY\*\*\*\*  
JOSEPH STONE  
739 MICHELIN BOULEVARD

DEPT 5775

ACCOUNT 142 5775  
OBJECT 000 499  
CONTRACT OR BID NO

ANDERSON SC 29626

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QUANTITY	UNIT	DESCRIPTION	PRICE	EXTENDED	TAX
1	EA	CLASS 2 AIRCRAFT RESCUE FIRE FIGHTING VEHICLE BID# 18-054 ***** TITLE/PAPERWORK: COUNTY OF ANDERSON 101 S MAIN ST ANDERSON, SC 29624 ***** DELIVER TO: ATTN: J STONE 739 MICHELIN BLVD ANDERSON, SC 29626	358,621.20	383,724.68	Y

TOTAL AMOUNT: 383,724.68

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KNOWN SUPPLIERS

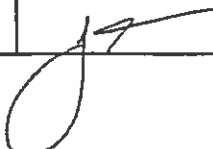
OSHKOSH AIRPORT PRODUCTS LLC  
1515 COUNTY ROAD O  
NEENAH, WI 54956

Entered By MJLEDFORD 4/06/2018  
Dept Head Approval JMSTONE 4/06/2018  
Divn Head Approval MHHOPKINS 4/09/2018  
Grant Approval  
Purchasing Received

## Anderson County Purchasing Department Bid Tabulation

BID# 18-057 New or Unused Dedicated Boom Mower

	Vendor	TOTAL COST
1	ATMAX Equipment	\$149,700.00
2	STEC Equipment	\$149,900.00
3	Agpro	NR
4	Rogers Equipment	NR
5	Old Stone Tractor	NR
6	Linder	NR
7	Powell Tractor	NR
8	Steenent	NR
9	CMCSS	NR
10	Brian J Elrod	NR
11	Carolina AP	NR
12	Bob Cat OPS	NR
13	US Mower	NR
14	Border Equipment	NR

Vendor		TOTAL COST
15 Hardee by EVH Mfg.		NR
16 Mower Max		NR
17 Prime Vendor		NR
18 TII-USA		NR
19 Blanchard Machinery		NR
20 Tractors USA		NR
21		
22		
23		
24		
25		
<b>ALL PRICES INCLUDE DELIVERY</b>		
<b>AWARDED TO:</b>		ATMAX Equipment  4-3-2018



**EXHIBIT B**

**ANDERSON COUNTY BID FORM**

Name of Party submitting the Bid: ATMAX Equipment Co.

To: Anderson County

1. Pursuant to the Notice Calling for Bids and the other Bid documents contained in the Bid package, the undersigned party submitting the Bid, having conducted a thorough inspection and evaluation of the Specifications and General Conditions contained therein, hereby submit the following pricing set forth herein:

<u>Qty.</u>	<u>U/M</u>	<u>Description</u>	<u>Unit Price</u>	<u>Ext. Price</u>
1	Each	New or Unused Dedicated Boom Mower : per specifications	<u>\$148,000</u>	<u>\$148,100</u>
			Delivery \$	<u>1,700</u>
			Sales Tax \$	<u>          </u>
			<b>TOTAL</b>	<u>\$149,800</u>

PURCHASE  
REQUISITION  
COUNTY OF ANDERSON

201803071

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DO NOT USE THIS SPACE

DATE 4/06/2018

SHIP OR DELIVER TO SPECIAL INSTRUCTIONS

ANDERSON COUNTY FLEET SERVICES\*\*\*\*INTERNAL USE ONLY\*\*\*\*  
JOSEPH STONE REPLACE 20865  
739 MICHELIN BOULEVARD

ACCOUNT 360 5231  
OBJECT 008 499  
CONTRACT OR BID NO

ANDERSON SC 29626

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QUANTITY UNIT DESCRIPTION PRICE EXTENDED TAX  
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1 EA NEW DEDICATED BOOM MOWER 149,800.00 160,286.00 Y  
BID# 18-057

\*\*\*\*\*  
TITLE/PAPERWORK:  
COUNTY OF ANDERSON  
101 S MAIN ST  
ANDERSON, SC 29624  
\*\*\*\*\*  
DELIVER TO:  
ATTN: J STONE  
739 MICHELIN BLVD  
ANDERSON, SC 29626

TOTAL AMOUNT: 160,286.00

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KNOWN SUPPLIERS  
ATMAX EQUIPMENT CO  
PO BOX 329  
WIMAUMA, FL 33598

Entered By MJLEDFORD 4/06/2018  
Dept Head Approval JMSTONE 4/06/2018  
Divn Head Approval MHHOPKINS 4/09/2018  
Grant Approval  
Purchasing Received

PURCHASE  
REQUISITION  
COUNTY OF ANDERSON

201802859

ya

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DO NOT USE THIS SPACE

DATE 3/14/2018

SHIP OR DELIVER TO

SPECIAL INSTRUCTIONS

ANDERSON CO.SHERIFF OFFICE ESU  
STACY HANVEY  
101 S. MAIN STREET

ACCOUNT 163 5322  
OBJECT 000 499  
CONTRACT OR BID NO

ANDERSON SC 29624

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QUANTITY	UNIT	DESCRIPTION	PRICE	EXTENDED	TAX
1	EA	SARIV-5PLEX SAR IV READER WITH BW 5-PLEX FIRMWARE	7,149.29	7,649.74	Y
1	EA	HANDLING	25.00	26.75	Y
1	EA	SHIPPING ESTIMATED QUOTE # QU18-02-005	100.00	107.00	Y

TOTAL AMOUNT: 7,783.49

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KNOWN SUPPLIERS  
ANP TECHNOLOGIES

Entered By SPHANVEY 3/14/2018  
Dept Head Approval  
Divn Head Approval WMWILLIAMS 3/16/2018  
Grant Approval  
Purchasing Received

PURCHASE  
REQUISITION  
COUNTY OF ANDERSON

201802859

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Sole Source Justification  
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SOLE SOURCE MEMO TO PURCHASING 3.15.2018



# QUOTE CONFIRMATION



4b

DEAR ADAM WESTMORELAND,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. [Click here](#) to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
JNLP959	1/30/2018	JNLP959	6860891	<b>\$7,635.95</b>

QUOTE DETAILS				
ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
<a href="#">Belkin 19" Widescreen Rack-Mount Console with 8-Port PRO3 KVM Switch</a> Mfg. Part#: F1DC108H UNSPSC: 43211902 Contract: MARKET	8	2346658	\$815.25	\$6,522.00
<a href="#">Belkin Dual-Port Micro-Cable Kit (USB), 12 feet</a> Mfg. Part#: F1D9401-12 UNSPSC: 43202215 Contract: MARKET	12	389380	\$28.33	\$339.96
<a href="#">Belkin OmniView Dual Port Micro-Cable Kit 2-Port</a> Mfg. Part#: F1D9401-06 UNSPSC: 43202215 Contract: MARKET	12	389379	\$22.87	\$274.44

PURCHASER BILLING INFO	SUBTOTAL	\$7,136.40
<b>Billing Address:</b> ANDERSON COUNTY SHERIFF'S OFFICE ACCOUNTS PAYABLE PO BOX 5497 ANDERSON, SC 29623-5497 <b>Phone:</b> (864) 260-4420 <b>Payment Terms:</b> Net 30 Days-Govt State/Local	<b>SHIPPING</b>	\$0.00
	<b>SALES TAX</b>	\$499.55
	<b>GRAND TOTAL</b>	<b>\$7,635.95</b>
	<b>DELIVER TO</b> <b>Shipping Address:</b> ANDERSON COUNTY SHERIFF'S OFFICE 1019 DAVID LEE COFFEE PLACE ANDERSON, SC 29625 <b>Shipping Method:</b> FEDEX Ground	

Need Assistance? CDW•G SALES CONTACT INFORMATION



Jason Leak

(866) 209-8030

jasolea@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at <http://www.cdwg.com/content/terms-conditions/product-sales.aspx>  
 For more information, contact a CDW account manager

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DEPARTMENTAL TRANSFERS

For Budget Year 2017 - 2018

Mark APPROVED	DEPARTMENT NAME	FROM: ACCOUNT NAME ACCOUNT NUMBER	TO: ACCOUNT NAME ACCOUNT NUMBER	AMOUNT	REASON
1	Between Depts. COLA to Council	COLA 001-5831-000-115	Salary 001-5011-000-101	2,100.00	To cover payout of Clerk to Council
2	Between Depts. Media to Admin	Part time 001-5013-001-102	Part time 001-5013-000-102	12,000.00	Interns used in Admin office to help with daily operations
3	Between Depts. Media to Admin	Overtime 001-5013-001-103	Part time 001-5013-000-102	3,000.00	Interns used in Admin office to help with daily operations
4	Between Depts. COLA to H R	COLA 001-5831-000-115	Salary 001-5014-000-101	10,242.00	To cover payout of Assistant HR Manager
5	Assessor	Salaries 001-5044-000-101	Overtime 001-5044-000-103	4,500.00	Completing reassessment and having vacancies in staff
6	Planning & Comm Dev	Professional Services 001-5062-000-304	Part time 001-5062-000-102	1,850.00	Part time intern to help with needs in the office
7	Planning & Comm Dev	Professional Services 001-5062-000-304	Social Security 001-5062-000-130	115.00	Part time intern to help with needs in the office
8	Planning & Comm Dev	Professional Services 001-5062-000-304	Medicare 001-5062-000-135	30.00	Part time intern to help with needs in the office
9	Parks and Recreation	Mt View park Maintenance 001-5065-000-296	Overtime 001-5085-000-103	7,000.00	<del>Bassmaster Tournament</del>
10	Parks and Recreation	Printing 001-5085-000-245	Retirement - SC 001-5085-000-120	975.00	Fringes for OT from Bassmaster Tournament
11	Parks and Recreation	Health Insurance 001-5065-000-160	Social Security 001-5065-000-130	150.00	Fringes for OT from Bassmaster Tournament
12	Parks and Recreation	Health Insurance 001-5065-000-160	Medicare 001-5085-000-135	75.00	Fringes for OT from Bassmaster Tournament
13	Animal Shelter	Chemicals 001-5111-000-264	Advertising 001-5111-000-201	4,000.00	Radio advertng for 6 months to help with adoptions
14	Sheriff - Support Services	Training 001-5181-000-277	Repairs to Equipment 001-5181-000-251	1,000.00	To cover Warranty and support for TruDefender FTX purchase
15	Sheriff - Support Services	Fuel and Oil 001-5181-000-216	Repairs to Equipment 001-5181-000-251	2,000.00	To cover Warranty and support for TruDefender FTX purchase
16	Environmental Enforcement	Supplies - Office 001-5182-000-269	Part time 001-5182-000-102	3,500.00	Sanitation worker needed for trash pick up
17	Building and Codes	Training for Employees 001-5411-000-277	Lodging 001-5411-000-293	1,500.00	Visit to Arthrex Facility in Naples Fla to review Building Codes
18	Building and Codes	Supplies - Office 001-5411-000-269	Printing 001-5411-000-245	150.00	License Decals for Mobile Homes

**DEPARTMENTAL TRANSFERS**

For Budget Year 2017 - 2018

Mark APPROVED	DEPARTMENT NAME	FROM: ACCOUNT NAME ACCOUNT NUMBER	TO: ACCOUNT NAME ACCOUNT NUMBER	AMOUNT	REASON
19	Building and Codes	Small Hand Tools 001-5411-000-260	Uniforms and Clothing 001-5411-000-280	500.00	Shirts for Inspection Staff
20	Airport - Maintenance	Aviation Parts 142-5775-001-223	Capital 142-5775-001-499	7,804.00	Install HVAC system in parts room
21	Airport	Small Hand Tools 142-5775-001-260	Supplies - Safety 142-5775-001-284	1,000.00	Price Increase in weekly service for aircraft supplies
22	Airport	AV Gas 142-5772-000-220	Airfield Maintenance 142-5775-000-253	5,000.00	Expensive repairs for FAA Part 139 inspection
23	Airport	AV Gas 142-5772-000-220	Computer Software 142-5775-000-209	2,000.00	Expensive repairs for FAA Part 139 inspection
24	Airport	Supplies - Aircraft 142-5775-000-261	Repairs 142-5775-000-252	5,500.00	Repair of Airport Tug
25	Airport	Training 142-5775-000-277	Dues and Subscriptions 142-5775-000-211	800.00	Vehicle gates to cellular service
26	Airport	Chemicals 142-5775-000-264	Postage 142-5775-000-243	200.00	Increase in mailings
27	Airport	Catering 142-5775-000-296	Meals 142-5775-000-236	1,000.00	Weekend airshow expense
28	Airport	Books and Publication 142-5775-001-204	Travel 142-5775-001-279	800.00	Avionic Training
29	Between Depts. COLA to Planning	COLA 001-5831-000-115	Salary 001-5062-000-101	3,335.00	To cover payout of Planning Director
30	Between Depts. COLA to Planning	COLA 001-5831-000-115	Retirement - SC 001-5062-000-120	456.00	To cover fringe on payout of Planning Director
31	Between Depts. COLA to Planning	COLA 001-5831-000-115	Social Security 001-5062-000-130	162.00	To cover fringe on payout of Planning Director
32	Between Depts. COLA to Planning	COLA 001-5831-000-115	Medicare 001-5062-000-135	45.00	To cover fringe on payout of Planning Director

DATE

Lacey Croesgaert, Clerk to Council

# BUDGET TRANSFER

DIVISION: \_\_\_\_\_  
 DEPARTMENT: Council 5011

FROM:	AMOUNT:	TO:	AMOUNT:
TITLE <u>COLA</u> ACCT.# <u>001-5831-000-115</u>	<u>2,100.00</u>	TITLE <u>Salaries -</u> ACCT# <u>xxx-xxxx-001-101</u>	<u>2,100.00</u>
		TITLE <u>Salaries - Elected</u> ACCT# <u>xxx-xxxx-001-105</u>	_____
		TITLE <u>Retirement - State</u> ACCT# <u>xxx-xxxx-001-120</u>	_____
		TITLE <u>Retirement - State</u> ACCT# <u>xxx-xxxx-001-120</u>	_____
		TITLE <u>Social Security</u> ACCT# <u>xxx-xxxx-001-130</u>	_____
		TITLE <u>Medicare</u> ACCT# <u>xxx-xxxx-001-135</u>	_____

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

REASON:  
To cover payout of Clerk to Council

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

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

DEPT. HEAD: \_\_\_\_\_  
 DIVIS HEAD: \_\_\_\_\_  
 FINANCE: J Pressley  
 ADMINISTRATOR: \_\_\_\_\_

DATE: \_\_\_\_\_  
 DATE: \_\_\_\_\_  
 DATE: 3/15/2018  
 DATE: 3-16-18

Journal Entry # \_\_\_\_\_

DATE: \_\_\_\_\_

# BUDGET TRANSFER

DIVISION: Administration

DEPARTMENT: Administration and Media

FROM:		TO:	AMOUNT:
TITLE	<u>Media - Part time</u>	TITLE	<u>Admin - Part time</u>
ACCT.#	<u>001-5013-001-102</u>	ACCT#	<u>001-5013-000-102</u> <span style="float: right;">12,000.00</span>
TITLE	<u>Media - Over time</u>	TITLE	<u>Admin - Part time</u>
ACCT.#	<u>001-5013-001-103</u>	ACCT#	<u>001-5013-000-102</u> <span style="float: right;">3,000.00</span>
TITLE	_____	TITLE	_____
ACCT.#	_____	ACCT#	_____
TITLE	_____	TITLE	_____
ACCT.#	_____	ACCT#	_____
TITLE	_____	TITLE	_____
ACCT.#	_____	ACCT#	_____
TITLE	_____	TITLE	_____
ACCT.#	_____	ACCT#	_____
<b>Total</b>			<b>15,000.00</b>

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

REASON:

Interns used in Admin office to help with daily operations of office

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: \_\_\_\_\_

FINANCE: \_\_\_\_\_

DATE: 3-15-18

ADMINISTRATOR: [Signature]

DATE: 3-16-18

Journal Entry # \_\_\_\_\_

DATE: \_\_\_\_\_

## BUDGET TRANSFER

DIVISION: \_\_\_\_\_  
 DEPARTMENT: Human Resources 5014

FROM:	AMOUNT:	TO:	AMOUNT:
TITLE <u>COLA</u> ACCT.# <u>001-5831-000-115</u>	<u>10,242.00</u>	TITLE <u>Salaries -</u> ACCT# <u>xxx-xxxx-001-101</u>	<u>10,242.00</u>
		TITLE <u>Salaries - Elected</u> ACCT# <u>xxx-xxxx-001-105</u>	_____
		TITLE <u>Retirement - State</u> ACCT# <u>xxx-xxxx-001-120</u>	_____
		TITLE <u>Retirement - State</u> ACCT# <u>xxx-xxxx-001-120</u>	_____
		TITLE <u>Social Security</u> ACCT# <u>xxx-xxxx-001-130</u>	_____
		TITLE <u>Medicare</u> ACCT# <u>xxx-xxxx-001-135</u>	_____

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

REASON:  
To cover payout of Assistant HR Manager

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: \_\_\_\_\_

FINANCE: J Pressley

DATE: 3/15/2018

ADMINISTRATOR: \_\_\_\_\_

DATE: 3-16-18

Journal Entry # \_\_\_\_\_

DATE: \_\_\_\_\_





# BUDGET TRANSFER

DIVISION: \_\_\_\_\_

DEPARTMENT: Planning and Community Development

FROM:	TO:	AMOUNT:
TITLE <u>Professional Services</u> ACCT.# <u>001-5062-000-304</u>	<u>Part time</u> <u>001-5062-000-102</u>	<u>1,850.00</u>
TITLE <u>Professional Services</u> ACCT.# <u>001-5062-000-304</u>	<u>Social Security</u> <u>001-5062-000-130</u>	<u>115.00</u>
TITLE <u>Professional Services</u> ACCT.# <u>001-5062-000-304</u>	<u>Medicare</u> <u>001-5062-000-135</u>	<u>30.00</u>
TITLE _____ ACCT.# _____	_____ _____	_____ _____
<b>Total</b>		<b>1,995.00</b>

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

REASON:

Part-time intern to help with office needs

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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: _____
FINANCE: _____	DATE: _____
ADMINISTRATOR: _____	DATE: <u>4-11-18</u>
Journal Entry # _____	DATE: _____

## BUDGET TRANSFER

DIVISION: Parks, Recreation & Tourism

DEPARTMENT: Parks

FROM:	TITLE	ACCT.#	TO:	TITLE	ACCT#	AMOUNT:
	Mt. View Maintenance	<u>001-5065-000-296</u>		Salaries-Overtime	<u>001-5065-000-1023</u>	\$ <u>7,000.00</u>
	<u>Parking</u>	<u>000 5065 000 245</u>		<u>Retirement</u>	<u>001 5065 000 130</u>	<u>475</u>
	<u>Health Ins</u>	<u>000 5065 000 160</u>		<u>Social Sec.</u>	<u>001 5065 000 130</u>	<u>150</u>
	<u>HEALTH</u>	<u>001 5065 000 160</u>		<u>Medicare</u>	<u>001 5065 000 135</u>	<u>75</u>

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

**REASON:**

The Bassmaster Classic and upcoming BASS Nation High School Tournaments require a great deal of time and management. We are down one full time employee and needing to bridge the gap.

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: <u>3/1/18</u>
FINANCE: _____	DATE: <u>3-6-18</u>
ADMINISTRATOR: _____	DATE: <u>3-6-18</u>
Journal Entry # _____	DATE: _____

# BUDGET TRANSFER

**DIVISION:** Public Works  
**DEPARTMENT:** PAWS

FROM:		TO:		AMOUNT:
TITLE	<u>Supplies-Chemical</u>	TITLE	<u>Advertising</u>	
ACCT.#	<u>001-5111-000-264</u>	ACCT#	<u>001-5111-000-201</u>	<u>\$4000.00</u>
TITLE	_____	TITLE	_____	
ACCT.#	_____	ACCT#	_____	
TITLE	_____	TITLE	_____	
ACCT.#	_____	ACCT#	_____	
TITLE	_____	TITLE	_____	
ACCT.#	_____	ACCT#	_____	
TITLE	_____	TITLE	_____	
ACCT.#	_____	ACCT#	_____	

Total \$4000.00

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

**REASON:**

transfer of funds necessary to purchase advertising to help increase number of large dog adoptions

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Radio advertising for 6 months

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

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

DEPT. HEAD: _____	DATE: <u>3/21/18</u>
DIVIS HEAD: _____	DATE: <u>3/21/18</u>
FINANCE: _____	DATE: <u>3-23-18</u>
ADMINISTRATOR: _____	DATE: <u>3-27-18</u>
Journal Entry # _____	DATE: _____

# BUDGET TRANSFER

DIVISION: Sheriff's Office

03.08.18 DEPARTMENT: 5181 - ACSO Support Services

FROM:		TO:	AMOUNT:
TITLE <u>Training</u> ACCT.# <u>001-5181-000-277</u>		TITLE <u>Repairs to Equipment</u> ACCT# <u>001-5181-000-251</u>	\$ <u>1,000.00</u>
TITLE <u>Fuel &amp; Oil</u> ACCT.# <u>001-5181-000-216</u>		TITLE <u>Repairs to Equipment</u> ACCT# <u>001-5181-000-251</u>	\$ <u>2,000.00</u>

3,000.00

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

**REASON:**

Moving money to cover cost of warranty & support for TruDefender FTX purchased in 2016.  
The equipment was approximately \$51,000 so warranty and support for it is essential to avoid major  
repair and/or replacement costs for the Bomb team

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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: 3/19/2018

FINANCE: \_\_\_\_\_

DATE: \_\_\_\_\_

ADMINISTRATOR: 

DATE: 4-11-18

Journal Entry # \_\_\_\_\_

DATE: \_\_\_\_\_

# BUDGET TRANSFER

DIVISION: PUBLIC WORKS

DEPARTMENT: ENVIRONMENTAL ENFORCEMENT

FROM:		TO:		AMOUNT:
TITLE	OFFICE SUPPLIES	TITLE	PART-TIME	
ACCT.#	001-5182-000-288	ACCT#	001-5182-000-102	\$3500.00
TITLE		TITLE		
ACCT.#		ACCT#		
TITLE		TITLE		
ACCT#		ACCT#		
TITLE		TITLE		
ACCT.#		ACCT#		
TITLE		TITLE		
ACCT.#		ACCT#		
Total				0.00

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

REASON:  
Part-time sanitation worker is needed to pick up trash cans and litter at the Civic Center and Anderson County Parks due to the increase of our residents using our facilities.

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

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

DEPT. HEAD: [Signature] DATE: 4/6/18  
DIVIS HEAD: [Signature] DATE: 4/6/18  
FINANCE: \_\_\_\_\_ DATE: \_\_\_\_\_  
ADMINISTRATOR: [Signature] DATE: 4-11-18  
Journal Entry # \_\_\_\_\_ DATE: \_\_\_\_\_

# BUDGET TRANSFER

**DIVISION:** Public Works

**DEPARTMENT:** Building & Codes (5411)

FROM:		TO:		AMOUNT:
TITLE	<u>Training</u>	TITLE	<u>Lodging</u>	
ACCT.#	<u>5411-000-277</u>	ACCT#	<u>5411-000-293</u>	<u>\$1,500</u>
TITLE	_____	TITLE	_____	
ACCT.#	_____	ACCT#	_____	
TITLE	_____	TITLE	_____	
ACCT.#	_____	ACCT#	_____	
TITLE	_____	TITLE	_____	
ACCT.#	_____	ACCT#	_____	
TITLE	_____	TITLE	_____	
ACCT.#	_____	ACCT#	_____	
<b>Total</b>				<b>0.00</b>

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

**REASON:**

The meeting our staff attended to review the existing Arthrex Facility in Naples Florida was not an initial budgeted item. Because of budgeted training required by our department, we need to transfer additional funds to cover lodging for this additional required training.

Review of Building Code Compliance prior to submission of plans for Andersen Co. Building

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

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

DEPT. HEAD:

[Signature]

DATE: 2/16/18

DIVIS HEAD:

DATE: 2/17/18

FINANCE:

DATE: \_\_\_\_\_

ADMINISTRATOR:

[Signature]

DATE: 3-5-18

Journal Entry # \_\_\_\_\_

DATE: \_\_\_\_\_

# BUDGET TRANSFER

FY 2017-18

DIVISION: PUBLIC WORKS

DEPARTMENT: Building and Codes

FROM:		TO:	AMOUNT:
TITLE	<u>Office Supplies</u>	<u>Printing</u>	
ACCT.#	<u>001-5411-000-269</u>	<u>001-5411-000-245</u>	<u>\$150.00</u>
TITLE	_____	_____	_____
ACCT.#	_____	_____	_____
TITLE	_____	TITLE	
ACCT.#	_____	ACCT#	\$ _____





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

**REASON:**

Wasn't enough in account to cover License Decals that were needed for mobile homes.

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

DEPT. HEAD:  DATE: 3/6/18  
DIVIS HEAD:  DATE: 3/6/2018  
FINANCE:  DATE: \_\_\_\_\_  
ADMINISTRATOR:  DATE: 3-9-18

Journal Entry # \_\_\_\_\_ DATE: \_\_\_\_\_

# BUDGET TRANSFER

**DIVISION:** Public Works

**DEPARTMENT:** 5411 - Building & Codes

FROM:	TO:	AMOUNT:
TITLE <u>Small Hand Tools</u> ACCT.# <u>5411-000-280</u>	TITLE <u>Uniforms &amp; Clothing</u> ACCT# <u>5411-000-280</u>	<u>\$500.00</u>
TITLE _____ ACCT.# _____	TITLE _____ ACCT# _____	_____
TITLE _____ ACCT# _____	TITLE _____ ACCT# _____	_____
TITLE _____ ACCT.# _____	TITLE _____ ACCT# _____	_____
TITLE _____ ACCT.# _____	TITLE _____ ACCT# _____	_____
<b>Total</b>		<b>0.00</b>

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

**REASON:**

Transfer funds to purchase additional shirts for our Inspection Staff. Wearing like clothing out in the field helps to identify our staff and also promotes professionalism to better represent Anderson County.

\_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

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

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

DEPT. HEAD: <u>[Signature]</u>	DATE: <u>4-9-18</u>
DIVIS HEAD: <u>[Signature]</u>	DATE: <u>4/9/18</u>
FINANCE: _____	DATE: _____
ADMINISTRATOR: <u>[Signature]</u>	DATE: <u>4-11-18</u>
Journal Entry # _____	DATE: _____



# BUDGET TRANSFER

DIVISION: AIRPORT  
 DEPARTMENT: MAINTENANCE

FROM:		TO:	AMOUNT:
TITLE	<u>SUPPLIES- AVIATION PARTS</u>	TITLE	<u>CAPITAL PURCHASES</u>
ACCT.#	<u>142-5775-001-223</u>	ACCT#	<u>142-5775-001-499</u>
			<u>7,804.00</u>
TITLE	_____	TITLE	_____
ACCT.#	_____	ACCT#	_____
TITLE	_____	TITLE	_____
ACCT#	_____	ACCT#	_____
TITLE	_____	TITLE	_____
ACCT.#	_____	ACCT#	_____
TITLE	_____	TITLE	_____
ACCT.#	_____	ACCT#	_____
		Total	7,804.00

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

REASON:

This Aircraft Maintenance Budget Transfer covers the installation of a Heating, Ventilation, and Air Conditioning (HVAC) system in the Parts Room. As this was an unoccupied space before the arrival of our Parts Clerk there was not a need to provide a climate controlled environment. As this area turns into an oven during the summer and a freezer during the winter, the HVAC system is necessary to create a hospitable working environment.

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

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

DEPT. HEAD: <u><i>[Signature]</i></u>	DATE: <u>3-7-18</u>
DIVIS HEAD: <u><i>[Signature]</i></u>	DATE: <u>3/8/18</u>
FINANCE: _____	DATE: _____
ADMINISTRATOR: <u><i>[Signature]</i></u>	DATE: <u>3-8-18</u>
Journal Entry # _____	DATE: _____

# BUDGET TRANSFER

DIVISION: AIRPORT

DEPARTMENT: FBO & MAINTENANCE

FROM:		TO:	AMOUNT:
TITLE	<u>SMALL HAND TOOLS</u>	TITLE	<u>SUPPLIES- SAFETY</u>
ACCT.#	<u>142-5775-001-260</u>	ACCT#	<u>142-5775-001-284</u> <u>1,000.00</u>
TITLE	<u>AVGAS</u>	TITLE	<u>AIRFIELD MAINTENANCE</u>
ACCT.#	<u>142-5775-000-220</u>	ACCT#	<u>142-5775-000-253</u> <u>5,000.00</u>
TITLE	<u>AVGAS</u>	TITLE	<u>COMPUTER SOFTWARE</u>
ACCT#	<u>142-5775-000-220</u>	ACCT#	<u>142-5775-000-209</u> <u>2,000.00</u>
TITLE	_____	TITLE	_____
ACCT.#	_____	ACCT#	_____
TITLE	_____	TITLE	_____
ACCT.#	_____	ACCT#	_____
Total			<u>8,000.00</u>

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

**REASON:**

Due to a price increase in our weekly services for aircraft maintenance mats, shop towels, ect., we anticipate this amount should cover the remainder of the fiscal year. The repairs to the airfield were extensive for our FAA Part 139 inspection and the assistance provided by Roads and Bridges was unanticipated, yet appreciated. Finally, we are being forced to migrate to a different software platform which carries an expense greater than our existing platform. This should enable us to process credit card transactions through the software once more

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

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

DEPT. HEAD:

B. J. [Signature]

DATE: 3-27-18

DIVIS HEAD:

[Signature]

DATE: 3/27/18

FINANCE:

[Signature]

DATE: \_\_\_\_\_

ADMINISTRATOR:

[Signature]

DATE: 4-11-18

Journal Entry # \_\_\_\_\_

DATE: \_\_\_\_\_

# BUDGET TRANSFER

DIVISION: AIRPORT

DEPARTMENT: FBO & MAINTENANCE

FROM:		TO:	AMOUNT:
TITLE	<u>ASPHALT SUPPLIES</u>	TITLE	<u>REPAIRS</u>
ACCT.#	<u>142-5775-00-261</u>	ACCT#	<u>142-5775-000-252</u> <span style="float: right;">5,500.00</span>
TITLE	<u>TRAINING</u>	TITLE	<u>DUES AND SUBSCRIPTIONS</u>
ACCT.#	<u>142-5775-000-277</u>	ACCT#	<u>142-5775-000-211</u> <span style="float: right;">800.00</span>
TITLE	<u>CHEMICALS</u>	TITLE	<u>POSTAGE</u>
ACCT#	<u>142-5775-000-264</u>	ACCT#	<u>142-5775-000-243</u> <span style="float: right;">200.00</span>
TITLE	<u>CATERING</u>	TITLE	<u>MEALS</u>
ACCT.#	<u>142-5775-000-296</u>	ACCT#	<u>142-5775-000-236</u> <span style="float: right;">1,000.00</span>
TITLE	<u>BOOKS AND PUBLICATIONS</u>	TITLE	<u>TRAVEL</u>
ACCT.#	<u>142-5775-001-260-204</u>	ACCT#	<u>142-5775-001-279</u> <span style="float: right;">800.00</span>
<b>Total</b>			<b>8,300.00</b>

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

**REASON:**

An expensive element on our Airport Tug broke down and it will take approximatley \$5,000 (plus shipping) to replace the part. In preparation of the new Terminal Building, we switched our vehical gates to a cellular service which has reduced our dues and subscriptions account. Due to an increased amount of letters our Postage account has been spent faster than anticipated. Meals will require an increase to provide food to airport staff during the weekend airshow. Mr. Maxwell had a mandatory, yet unforeseen avionics training trip to maintain currency.

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

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

DEPT. HEAD: <u><i>[Signature]</i></u>	DATE: <u>3-20-18</u>
DIVIS HEAD: _____	DATE: _____
FINANCE: _____	DATE: _____
ADMINISTRATOR: <u><i>[Signature]</i></u>	DATE: <u>4-11-18</u>
Journal Entry # _____	DATE: _____

# BUDGET TRANSFER

DIVISION: \_\_\_\_\_  
 DEPARTMENT: Planning 5062

FROM:	AMOUNT:	TO:	AMOUNT:
TITLE <u>COLA</u>		TITLE <u>Salaries -</u>	
ACCT.# <u>001-5831-000-115</u>	<u>3,335.00</u>	ACCT# <u>xxx-xxxx-000-101</u>	<u>3,335.00</u>
		TITLE <u>Salaries - Elected</u>	
		ACCT# <u>xxx-xxxx-000-105</u>	
		TITLE <u>Retirement - State</u>	
		ACCT# <u>xxx-xxxx-000-120</u>	<u>456.00</u>
		TITLE <u>Retirement - Police</u>	
		ACCT# <u>xxx-xxxx-000-121</u>	
		TITLE <u>Social Security</u>	
		ACCT# <u>xxx-xxxx-000-130</u>	<u>162.00</u>
		TITLE <u>Medicare</u>	
		ACCT# <u>xxx-xxxx-000-135</u>	<u>45.00</u>

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

REASON:  
To cover payout of Planning Director

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: _____
FINANCE: <u>J Pressley</u>	DATE: <u>3/15/2018</u>
ADMINISTRATOR: 	DATE: <u>3-16-18</u>

Journal Entry # \_\_\_\_\_ DATE: \_\_\_\_\_

# BUDGET TRANSFER

DIVISION: public works

DEPARTMENT: administration

<b>FROM:</b>	<b>TO:</b>	<b>AMOUNT:</b>
TITLE <u>dues and subscriptions</u>	TITLE <u>travel</u>	
ACCT.# <u>001-5225-000-211</u>	ACCT# <u>001-5225-000-279</u>	\$ <u>400</u>
TITLE _____	TITLE _____	
ACCT.# _____	ACCT# _____	\$ _____

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

REASON:  
unexpected travel reimbursements for using personal car for county-related travel  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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

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

DEPT. HEAD: _____	DATE: <u>4/6/2018</u>
DIVIS HEAD: <u>[Signature]</u>	DATE: <u>4/9/18</u>
FINANCE: <u>[Signature]</u>	DATE: <u>4.10.18</u>
ADMINISTRATOR: <u>[Signature]</u>	DATE: <u>4-11-18</u>
Journal Entry # _____	DATE: _____

# BUDGET TRANSFER

DIVISION: PRT  
 DEPARTMENT: ASEC

FROM:	TO:	AMOUNT:	
TITLE	Printing	TITLE Telephone	
ACCT.#	<u>001-5955-000-245</u>	ACCT# <u>001-5955-000-275</u>	<u>250.00</u>
TITLE	Small Hand Tools	TITLE Telephone	
ACCT.#	<u>001-5955-000-260</u>	ACCT# <u>001-5955-000-275</u>	<u>200.00</u>
TITLE	Supplies-Concessions	TITLE Telephone	
ACCT.#	<u>001-5955-000-274</u>	ACCT# <u>001-5955-000-275</u>	<u>300.00</u>
TITLE	Advertising	TITLE Telephone	
ACCT.#	<u>001-5955-000-201</u>	ACCT# <u>001-5955-000-275</u>	<u>400.00</u>
TITLE	_____	TITLE	
ACCT.#	_____	ACCT#	_____
Total			1,150.00

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

**REASON:**  
Staff now uses cell phones to communicate with each other across our 337 acre complex. We had to  
adandon our hand-held radios several years ago when FCC rules changes drastically reduced their  
range.

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

DEPT. HEAD: \_\_\_\_\_  
 DIVIS HEAD: \_\_\_\_\_  
 FINANCE: \_\_\_\_\_  
 ADMINISTRATOR: \_\_\_\_\_  
 Journal Entry # \_\_\_\_\_

DATE: \_\_\_\_\_  
 DATE: 4/11/18  
 DATE: 4-11-18  
 DATE: 4-11-18  
 DATE: \_\_\_\_\_

# BUDGET TRANSFER

DIVISION: PRT  
 DEPARTMENT: ASEC

FROM:	TO:	AMOUNT:	
TITLE	Salaries-Part Time	TITLE Professional Services	
ACCT.#	<u>001-5955-000-102</u>	ACCT# <u>001-5955-000-304</u>	3,530.00
TITLE	Advertising	TITLE Professional Services	
ACCT.#	<u>001-5955-000-201</u>	ACCT# <u>001-5955-000-304</u>	900.00
TITLE	Repairs to Equipment	TITLE Professional Services	
ACCT.#	<u>001-5955-000-251</u>	ACCT# <u>001-5955-000-304</u>	1,500.00
TITLE	_____	TITLE _____	
ACCT.#	_____	ACCT# _____	
TITLE	_____	TITLE _____	
ACCT.#	_____	ACCT# _____	
<b>Total</b>			<b>5,930.00</b>

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

**REASON:**  
The Civic Center can no longer get county jail inmates to assist with setting up for large events which require us to build risers. We have had to hire temporary help, which is charged to Professional Services.  
 \_\_\_\_\_  
 \_\_\_\_\_  
 \_\_\_\_\_

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: [Signature] DATE: 4/11/18  
 FINANCE: [Signature] DATE: 4-11-18  
 ADMINISTRATOR: [Signature] DATE: 4-11-18  
 Journal Entry # \_\_\_\_\_ DATE: \_\_\_\_\_

