

BOARD OF COUNTY COMMISSIONERS

DATE: April 21, 2015

AGENDA ITEM NO. 11c.

Consent Agenda ☒

Regular Agenda ☐

Public Hearing ☐

County Administrator's Signature:

Subject:

Receipt and File - Quarterly Report on Administrative Budget Amendments

Department:

Office of Management and Budget

Staff Member Responsible:

Bill Berger, Director

Recommended Action:

I RECOMMEND THE BOARD OF COUNTY COMMISSIONERS RECEIVE AND FILE THE REPORT ON ADMINISTRATIVE BUDGET AMENDMENTS FOR JANUARY 1, 2015 THROUGH MARCH 31, 2015.

Summary Explanation/Background:

In accordance with Chapter 129.06, F.S., the Board of County Commissioners (Board) may establish procedures by which the designated Budget Officer may authorize certain budget amendments (Administrative Budget Amendments) without Board approval. The Board adopted Resolution 04-62 (superseding Resolution 89-425) that set forth the following criteria:

- 1) The designated County Budget Officer may authorize certain intradepartmental budget amendments, not to exceed fifty percent (50%) of the total Department budget, provided the total appropriation of the Department shall not be changed, for Departments under the purview of the County Administrator.
- 2) For capital budgets, departments as noted above shall be defined as the functional classification pursuant to the State of Florida Uniform Accounting System.
- 3) The procedure by which the designated Budget Officer may authorize these amendments is, subject to Chapter 129, Florida Statutes and other applicable provisions of law, as follows:
 - A. The Departments shall submit their proposed intradepartmental budget amendments to the County Administrator as the designated Budget Officer.
 - B. The designated Budget Officer will review and approve or reject the proposed amendments within fifteen (15) days of their submission to the Budget Officer.
 - C. If the amendments are approved, they will be provided to the Clerk's office within seven (7) days of approval.
 - D. The designated Budget Officer will file with the Board a quarterly report of all intradepartmental budget amendments for the preceding quarter within four (4) weeks of the close of the quarter, which shall be filed in the Official Records of the Board, as a public record.

For your information, the attached schedule reflects the County Administrator approved amendments (Administrative Budget Amendments) processed during the second quarter of FY2015, together with copies of the amendments.

Budgetary control is maintained at the cost center level in accordance with the criteria set forth in Resolution 04-62 authorizing Administrative Budget Amendments approved by the County Administrator.

Fiscal Impact/Cost/Revenue Summary:

Administrative Budget Amendments reallocate previously budgeted funds. These amendments do not change the total appropriation amount for a department in operating funds or for the function and activity total in capital funds.

Exhibits/Attachments Attached:

1. Administrator Approved Budget Amendments (FY2015) – January 1, 2015 through March 31, 2015

ADMINISTRATIVE BUDGET AMENDMENTS - FY2015

[Click here to return to OMB Homepage](#)

CATS #	FY 15 NO.	DEPARTMENT	Approved Date	Fund	Amount
46339	3	Human Services - MMU	01/13/15	0001	100,000
46340	4	Human Services - DOH	02/09/15	0001	620,360
46632	5	Human Services	02/25/15	0001	70,000

PINELLAS COUNTY, FLORIDA
FY2015 ADMINISTRATIVE BUDGET AMENDMENT

General Fund

Administrative Budget Amendment No. A - 15-03

FUND: 0001

BUDGETARY CHANGES

CENTER/ PROGRAM/ PROJECT	ACCOUNT NUMBER	DESCRIPTION	CURRENT BUDGET as of 1/1/15	INCREASE/ (DECREASE)	AMENDED BUDGET
301210 1569	5310001	Health Services - GF Pinellas County Health Program Professional Services	531,290	(100,000)	431,290
Total				(100,000)	
301330 1569 002373A	5310001	Behavioral Health Services - GF Pinellas County Health Program Health Care for the Homeless 2015 Professional Services	0	100,000	100,000
Total				100,000	

EXPLANATION:

This budget amendment realigns appropriations within the Human Services Department between the Health Services and Behavioral Health Services cost centers. The \$100,000 appropriation for behavioral health services for the Mobile Medical Unit (MMU) was inadvertently budgeted in the Health Services cost center used to track health related expenditures. This amendment corrects the error by reallocating the appropriation to Behavioral Health Services. There is no net fiscal impact to the Human Services Department with this amendment.

Analyst: [Signature]
Peer Review: [Signature]
Director: [Signature] 1/12/15

Administrator/Assistant: [Signature]
Approval Date: 1/13/15
Filed with Board: _____

PINELLAS COUNTY, FLORIDA
FY2015 ADMINISTRATIVE BUDGET AMENDMENT

General Fund

Administrative Budget Amendment No. A *4*

FUND: 0001

BUDGETARY CHANGES

CENTER/ PROGRAM/ PROJECT	ACCOUNT NUMBER	DESCRIPTION	CURRENT BUDGET as of 2/3/15	INCREASE/ (DECREASE)	AMENDED BUDGET
301118		Business Services Division			
1001		Administration			
	5120001	Regular Salaries & Wages	1,206,090	(620,360)	585,730
		Total		(620,360)	
301215		Healthcare Services - GF			
1569		Pinellas County Health Program			
	5310001	Professional Services	461,100	451,580	912,680
	5340001	Other Contractual Svcs	0	168,780	168,780
		Total		620,360	

EXPLANATION:

This budget amendment realigns appropriations within the Human Services Department between the Business Services Division and Healthcare Services cost centers. This request reallocates \$620,360 budgeted as personal services to professional and contract services for the Department of Health in Pinellas County (DOH) contract approved by the BCC on 9/23/14 and 10/21/14. This reallocation provides \$451,580 for the Pinellas County Health Program utilization management & quality assurance and \$168,780 for specialty care claims processing. This money is available because the original appropriation was budgeted to provide these services using county staff. Subsequently, it was decided to contract these services with DOH. There is no net fiscal impact to the Human Services Department with this amendment.

Analyst: *[Signature]*

Peer Review: *[Signature]*

Director: *[Signature]* 2/4/15

Administrator/Assistant: *[Signature]*

Approval Date

2/9/15

Filed with Board

PINELLAS COUNTY, FLORIDA
FY2015 ADMINISTRATIVE BUDGET AMENDMENT

General Fund

Administrative Budget Amendment No. 5

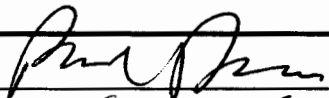
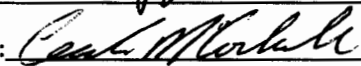
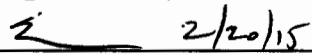
FUND: 0001

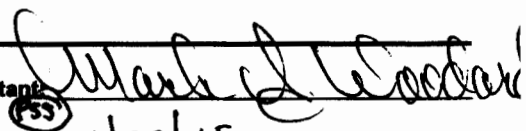
BUDGETARY CHANGES

CENTER/ PROGRAM/ PROJECT	ACCOUNT NUMBER	DESCRIPTION	CURRENT BUDGET as of 2/17/15	INCREASE/ (DECREASE)	AMENDED BUDGET
301436		Homeless Prevention and Self-Sufficiency			
1565		Homeless Prevention & Self-Sufficiency			
	5520099	PC Purchases under \$1,000	70,000	(70,000)	0
		Total		(70,000)	
301113		Administration, Coordination, and Quality Assurance			
1001		Administration			
	5520099	PC Purchases under \$1,000	6,000	70,000	76,000
		Total		70,000	

EXPLANATION:

This budget amendment realigns \$70,000 budgeted for technology within the Human Services Department between the Homeless Prevention and Self-Sufficiency cost center and the Administration, Coordination, and Quality Assurance cost center. This technology appropriation was budgeted in the Homeless Prevention cost center, but is more appropriately aligned with the Administration cost center and program. Funding is available for this amendment as the charges for the technology were applied by Business Technology Services (BTS) appropriately to the Administration cost center. There is no net fiscal impact to the Human Services Department with this amendment.

Analyst: 
Peer Review: 
Director:  2/20/15

Administrator/Assistant: 
Approval Date: 2/25/15
Filed with Board: _____