



Staff Report

File #: 16-119A, **Version:** 1

Agenda Date: 2/9/2016

Subject:

FY 2015 Board Budget Amendment to realign appropriation from the General Government (Reserve for Contingencies) cost center to the Supervisor of Elections cost center within the General Fund.

Recommended Action:

Approve Fiscal Year 2015 (FY15) Board Budget Amendment 15-11 for the Supervisor of Elections to realign appropriation from the General Government cost center to the Supervisor of Elections cost center within the General Fund.

Appropriation is needed to capture expenses in FY15 for electronic poll books and municipal goods that were received prior to the end of the fiscal year. Since these funds were expended in FY15 instead of FY16, the transfers to the Supervisor of Elections will be reduced by \$241,030.00 in FY16.

Strategic Plan:

Deliver first class services to the public and our customers

5.2 Be responsible stewards of the public's resources

5.3 Ensure effective and efficient delivery of County services and support.

Summary:

As per the request from the Supervisor of Elections, this amendment realigns appropriation from the General Government cost center to the Supervisor of Elections cost center within the General Fund. Appropriation is needed to capture expenses in FY15 for electronic poll books and municipal goods that were received prior to the end of the fiscal year.

Background Information:

Municipal goods in the amount of \$21,522.49 were received September 22, 2015 and electronic poll books, totaling \$219,500.00, were received two days prior to the promissory delivery date of October 1, 2015. These items were included in the FY16 adopted budget but are required to be recorded in FY15 due to being received prior to year-end.

Fiscal Impact:

This amendment realigns \$241,030.00 from General Government - Reserve for Contingencies to the Supervisor of Elections for purchases that were received in FY15 but budgeted in FY16. Since these funds will be expended in FY15 instead of FY16, the transfers to the Supervisor of Elections will be reduced by \$241,030.00 in FY16. This yields no net impact to the General Fund.

Staff Member Responsible:

Cecilia McCorkell, Management and Budget Manager

Partners:

Supervisor of Elections

Attachments:

Budget Amendment 15-11

Budget Addendum Request FY15 to BCC memo

PINELLAS COUNTY, FLORIDA

FY2015 BOARD BUDGET AMENDMENT

General Fund

Board Budget Amendment Number No. 11

FUND:

0001

<u>BUDGETARY CHANGES</u>					
CENTER/ PROGRAM/ PROJECT	ACCOUNT NUMBER	DESCRIPTION	CURRENT BUDGET as of 1/20/16	INCREASE/ (DECREASE)	AMENDED BUDGET
114100 1008	5995010	Gen Govt-Non-Program Reserves Rsv-Contingencies-Ctywide	27,882,890	<u>(241,030)</u>	27,641,860
Total				<u>(241,030)</u>	
970001 9870	5919973	Supervisor Of Elections Supervisor of Elections Trans To SOE-Operating	2,118,220	21,530	2,139,750
970001 9870	5919976	Supervisor Of Elections Supervisor of Elections Trans To SOE-Capital	44,650	<u>219,500</u>	264,150
Total				<u>241,030</u>	

EXPLANATION:

As per the request from the Supervisor of Elections, this amendment realigns appropriation from the General Government cost center to the Supervisor of Elections cost center within the General Fund. Appropriation is needed to capture expenses for electronic poll books and municipal goods that were budgeted in FY16 but received in FY15. Appropriation is available in the General Fund Reserve for Contingencies. Since the expense will not be incurred in FY16, the transfer to the Supervisor of Elections will be reduced by \$241,030 in FY16, yielding no net impact to the General Fund.


Administrator/Assistant: _____ Filed with Board _____



Deborah Clark

Pinellas County Supervisor of Elections

TO: The Honorable Charlie Justice, Chairman, Board of County Commissioners
The Honorable Members, Board of County Commissioners

FROM: Deborah Clark, Supervisor of Elections 

DATE: January 25, 2016

RE: Check request

Enclosed is a copy of Crowe Horwath audit findings.

Per the auditor's request, two expenses budgeted in FY16 need to be captured in FY15. We are requesting a check totaling \$241,022.49 from the FY16 General Fund. Since the funds were expended in FY15, our FY16 General Fund appropriation will be decreased by the same amount.

If you have questions, please contact Dawn Ricketts, Finance Manager at (727) 464-4987.

xc: Mark Woodard, County Administrator
Bill Berger, Director, Office of Management and Budget
Claretha Harris, Chief Deputy Director, Finance Division

☐ **Courthouse**
315 Court Street • Room 117
Clearwater, FL 33756-5190
727-464-VOTE (8683)
FAX: 727-464-4158

☐ **Election Service Center**
13001 Starkey Road
Largo, FL 33773-1416
727-464-VOTE (8683)
FAX: 727-464-6239

☐ **St. Petersburg Office**
501 First Avenue North
St. Petersburg, FL 33701-3726
727-464-VOTE (8683)
FAX: 727-582-7798

www.votePinellas.com • E-mail: election@votePinellas.com