

Lee County Board Of County Commissioners
Agenda Item Summary

Blue Sheet No. 20040049

1. REQUESTED MOTION:

ACTION REQUESTED: Approve budget amendment resolutions and transfers from reserves, in various funds to provide fund financial adjustments for the FY02-03 year-end close out. No additional funding is required, except in those funds, in which reserves are affected (listed in background). Reserves represent those that were established during the development of the budget. In some funds, (listed in background) for which additional revenues were received, the budget is being adjusted to reflect the additional revenues.

WHY ACTION IS NECESSARY: Each year in the preparation of the year-end financial statements, Budget Services requests that certain fund adjustments be processed after the Finance division has made their final cash adjustments in conjunction with auditor findings.

WHAT ACTION ACCOMPLISHES: Year-end adjustments allow the financial books for FY02-03 to be closed.

2. DEPARTMENTAL CATEGORY:
COMMISSION DISTRICT #

CIA

3. MEETING DATE:

01-27-2004

4. AGENDA:

- CONSENT ADMINISTRATIVE APPEALS
- PUBLIC WALK ON
- TIME REQUIRED:

5. REQUIREMENT/PURPOSE:
(Specify)

- STATUTE
- ORDINANCE
- ADMIN. CODE
- OTHER

6. REQUESTOR OF INFORMATION:

- A. COMMISSIONER
- B. DEPARTMENT County Administration
- C. DIVISION Budget Services

BY: Tony Majul, Budget Services

7. BACKGROUND:

Approval of the attached budget amendments and transfers from fund reserves will allow those year-end adjustments to be made and the financial books for FY02-03 to be closed. (Please see the attached spreadsheet for summary of Budget Amendments and Requests for transfers.)

8. MANAGEMENT RECOMMENDATIONS:

9. RECOMMENDED APPROVAL:

A Department Director	B Purchasing or Contracts	C Human Resources	D Other	E County Attorney	F Budget Services			G County Manager
<i>[Signature]</i>				<i>[Signature]</i>	<i>[Signature]</i> 1/14/04	OM	Risk	GC
				<i>[Signature]</i> 1/14/04	<i>[Signature]</i> 1/14/04	<i>[Signature]</i> 1/14/04	<i>[Signature]</i> 1/14/04	<i>[Signature]</i> 1-14-04

10. COMMISSION ACTION:

- APPROVED
- DENIED
- DEFERRED
- OTHER

Rec. by CoAtty
 Date: 1/14/04
 Time: 9:38 AM
 Forwarded To: Co. Admin 1/14/04

RECEIVED BY COUNTY ADMIN: *[Signature]*
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 10:35 am 347
 COUNTY ADMIN FORWARDED TO: *[Signature]*
 1-14-04
 NOON

01-14-04
Rec DPR - 1:10 PM

BUDGET AMENDMENTS

<u>FUND #</u>	<u>FUND NAME</u>	<u>AMOUNT</u>	<u>REVENUE SOURCE</u>	<u>APPROPRIATION</u>
10300	Three "S" Disposal	\$ 948	Interest	Reserves
10400	MSTBU Restricted	41,557	Interfund Transfer	Reserves
15201	E-911 System Reserve	19,805	Subfund Transfer	Furniture & Equipment
26563	Special Assessment S90 Redemption	328,713	Subfund Transfer	Principal
48640	Transit Capital Fund	(2,877,295)	FTA Grants reduction	Capital and Rolling Stock
48766	LCU DEP Loan 2001	228,590	State of Florida-Revolving Trust	Interest and Debt Service Costs

BUDGET TRANSFERS

<u>FUND #</u>	<u>FUND NAME</u>	<u>AMOUNT</u>	<u>FROM</u>	<u>TO</u>
10400	MSTBU Restricted	\$ 291,630	Reserve for Cash	Transfers, Dep Clerk Fees, Prof. Services
18808	Road Impact Fee - Bonita	11,000	Reserve for Contingency	Interfund Transfer
21260	Local Option Tax S93 S97 Debt Service	140,000	Reserve for Cash	Interfund Transfer
22560	Road Impact Revenue Bonds	56,000	Reserve for Cash	Interfund Transfer
23667	Capital Revenue Bonds S95B Debt Srvc	340,000	Reserve for Cash	Principal
26550	Special Assessment S90 SA	96,308	Reserve for Cash, Transfers	Interfund & Subfund Transfers
26570	Special Assessment S90 SA Reserve	328,713	Reserve for Cash & Contingencies	Subfund Transfers
30100	Capital Improvement	1,794,511	Improve Construct, Contract Srvc	Lease/Purchase Principal & Interest
30700	Transportation Capital Improvement	70,000	Reserve for Contingency	Interfund Transfer
42121	Trans Facilities - Sanibel Bridge R&R	2,800,000	Reserve for Contingency	Subfund Transfers
48772	LCU W&S DEP Loan Reserve	17,115	Reserve for Future Debt Service	Principal
59400	Vehicle & Equipment Maintenance	27,000	Reserve for Contingency, Salaries	Health Insurance, Subfund Transfers

RESOLUTION

Amending the Fund 10300 Three "S" Disposal Fund budget to incorporate the unanticipated receipts into Estimated Revenues and Appropriations for the fiscal year 2002-2003.

WHEREAS, in compliance with the Florida Statutes 129.06(2), it is the desire of the Board of County Commissioners of Lee County, Florida, to amend Fund 10300 Three "S" Disposal Fund budget for \$948 from interest revenues and an appropriation of a like amount into a reserve account and;

WHEREAS, the Fund 10300 Three "S" Disposal Fund budget shall be amended to include the following amounts which were previously not included.

ESTIMATED REVENUES		
Prior Total:		\$39,621
Additions		
GC5000010300.361100.9000	Interest on Investments	948
Amended Total Estimated Revenues		\$40,569

APPROPRIATIONS		
Prior Total:		\$39,621
Additions		
GC5890110300.509910	Reserve for Contingencies	948
Amended Total Appropriations		\$40,569

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Lee County, Florida, that the Fund 10300 Three "S" Disposal Fund budget is hereby amended to show the above additions to its Estimated Revenue and Appropriation accounts.

Duly voted upon and adopted in Chambers at a regular Public Hearing by the Board of County Commissioners on this ____ day of _____, 2003.

ATTEST:
CHARLIE GREEN, EX-OFFICIO CLERK

BOARD OF COUNTY COMMISSIONERS
LEE COUNTY, FLORIDA

BY: _____
DEPUTY CLERK

CHAIRMAN

APPROVED AS TO FORM

OFFICE OF COUNTY ATTORNEY

DOC TYPE YB
LEDGER TYPE BA

RESOLUTION

Amending the MSTBU Restricted, Fund 10400 Budget to incorporate the unanticipated receipts into Estimated Revenues and Appropriations for the fiscal year 2002-2003.

WHEREAS, in compliance with the Florida Statutes 129.06(2), it is the desire of the Board of County Commissioners of Lee County, Florida, to amend the MSTBU Restricted, Fund 10400 budget for \$ 41,557 of the unanticipated revenue from Interfund Transfer and an appropriation of a like amount for Reserves and;

WHEREAS, the Special Asmt. S90 Redemption, Fund 26563 budget shall be amended to include the following amounts which were previously not included.

ESTIMATED REVENUES

Prior Total:		
Additions		\$ 3,671,235
GC5810110400,381000.926550	Interfund Transfer from 26550	\$ 41,557
Amended Total Estimated Revenues		\$ 3,712,792

APPROPRIATIONS

Prior Total:		\$ 3,671,235
Additions		
GC5890110400.509910	Reserve for Contingencies	\$ 41,557
Amended Total Appropriations		\$ 3,712,792

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Lee County, Florida, that the MSTBU Restricted, Fund 10400 budget is hereby amended to show the above additions to its Estimated Revenue and Appropriation accounts.

Duly voted upon and adopted in Chambers at a regular Public Hearing by the Board of County Commissioners on this ____ day of _____, 2003.

ATTEST:
CHARLIE GREEN, EX-OFFICIO CLERK

BOARD OF COUNTY COMMISSIONERS
LEE COUNTY, FLORIDA

BY: _____
DEPUTY CLERK

CHAIRMAN

APPROVED AS TO FORM

OFFICE OF COUNTY ATTORNEY

DOC TYPE YA
LEDGER TYPE BA

RESOLUTION

Amending the Fund 15201 E-911 System Fund budget to incorporate the unanticipated receipts into Estimated Revenues and Appropriations for the fiscal year 2002-2003.

WHEREAS, in compliance with the Florida Statutes 129.06(2), it is the desire of the Board of County Commissioners of Lee County, Florida, to amend Fund 15201 E-911 System Fund budget for \$19,805 from additional revenues and an appropriation of a like amount into an expense account and;

WHEREAS, the Fund 15201 E-911 System Fund budget shall be amended to include the following amounts which were previously not included.

ESTIMATED REVENUES		
Prior Total:		\$935,880
Additions		
GC5000015201.381900.915200	Subfund Transfer from 15200	\$19,805
Amended Total Estimated Revenues		\$955,685

APPROPRIATIONS		
Prior Total:		\$935,880
Additions		
KF5290115201.506410	Furniture & Equipment	19,805
Amended Total Appropriations		\$955,685

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Lee County, Florida, that the Fund 15201 E-911 System Fund budget is hereby amended to show the above additions to its Estimated Revenue and Appropriation accounts.

Duly voted upon and adopted in Chambers at a regular Public Hearing by the Board of County Commissioners on this ____ day of _____, 2003.

ATTEST:
CHARLIE GREEN, EX-OFFICIO CLERK

BOARD OF COUNTY COMMISSIONERS
LEE COUNTY, FLORIDA

BY: _____
DEPUTY CLERK

CHAIRMAN

APPROVED AS TO FORM

OFFICE OF COUNTY ATTORNEY

DOC TYPE YB
LEDGER TYPE BA

RESOLUTION

Amending the Special Asmt S90 Redemption, Fund 26563 Budget to incorporate the unanticipated receipts into Estimated Revenues and Appropriations for the fiscal year 2002-2003.

WHEREAS, in compliance with the Florida Statutes 129.06(2), it is the desire of the Board of County Commissioners of Lee County, Florida, to amend the Special Asmt. S90 Redemption, Fund 26563 budget for \$ 328,713 of the unanticipated revenue from Sub Fund Transfer and an appropriation of a like amount for Principal and;

WHEREAS, the Special Asmt. S90 Redemption, Fund 26563 budget shall be amended to include the following amounts which were previously not included.

ESTIMATED REVENUES

Prior Total:		
Additions		\$ 131,441
GC5810126563.381900.926570	Sub Fund Transfer	\$ 328,713
GC5810126563.381900.926550	Sub Fund Transfer	\$ 44,126
GC5810126563.381000.910400	Interfund Transfer from 10400	\$ (44,126)
Amended Total Estimated Revenues		\$ 460,154

APPROPRIATIONS

Prior Total:		\$ 131,441
Additions		
GB5419026563.507110	Principal	\$ 328,713
Amended Total Appropriations		\$ 460,154

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Lee County, Florida, that the Special Amt S90 Redemption, Fund 26563 budget is hereby amended to show the above additions to its Estimated Revenue and Appropriation accounts.

Duly voted upon and adopted in Chambers at a regular Public Hearing by the Board of County Commissioners on this ___ day of _____, 2003.

ATTEST:
CHARLIE GREEN, EX-OFFICIO CLERK

BOARD OF COUNTY COMMISSIONERS
LEE COUNTY, FLORIDA

BY: _____
DEPUTY CLERK

CHAIRMAN

APPROVED AS TO FORM

OFFICE OF COUNTY ATTORNEY

DOC TYPE YA
LEDGER TYPE BA

RESOLUTION

Amending the budget of Fund 48640 Transit-Capital Fund to reduce Estimated Revenues and Appropriations for fiscal year 2002-2003.

WHEREAS, in compliance with Florida Statutes 129.06(2), it is the desire of the Board of County Commissioners of Lee County, Florida, to amend the Fund 48640 Transit-Capital Fund budget by reducing estimated Revenues for \$2,877,295 for capital grants income and a reduction of a like amount in Appropriations for capital expenditures.

WHEREAS, the Fund 48640 Transit-Capital Fund budget shall be amended to reflect the following amounts.

ESTIMATED REVENUES

Prior Total:		\$5,788,648
Reductions		
KI5440148640.331420.9005	FTA USC 5307 Prior	696,020
KI5440148640.331420.9006	FTA USC 5307 Current	2,181,275
Amended Total Estimated Revenues		\$2,911,353

APPROPRIATIONS

Prior Total:		\$5,788,648
Reductions		
KI5440148640.506210	Outright Purchase	\$2,125,000
KI5440148640.506410	Furniture & Equipment	98,871
KI5440148640.506430	Vehicles & Rolling Stock	538,424
KI5440148640.506510	Professional Services	115,000
Amended Total Appropriations		\$2,911,353

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Lee County, Florida, that the Fund 48640 Transit-Capital Fund budget is hereby amended to show the above reductions to its Estimated Revenue and Appropriation accounts.

Duly voted upon and adopted in Chambers at a regular Public Hearing by the Board of County Commissioners on this ____ day of _____, 2004.

ATTEST:
CHARLIE GREEN, EX-OFFICIO CLERK

BOARD OF COUNTY COMMISSIONERS
LEE COUNTY, FLORIDA

BY: _____
DEPUTY CLERK

CHAIRMAN

APPROVED AS TO FORM

OFFICE OF COUNTY ATTORNEY

RESOLUTION

Amending the Fund 48766 LCU DEP Loan 2001 Fund budget to incorporate the unanticipated receipts into Estimated Revenues and Appropriations for the fiscal year 2002-2003.

WHEREAS, in compliance with the Florida Statutes 129.06(2), it is the desire of the Board of County Commissioners of Lee County, Florida, to amend Fund 48766 LCU Loan 2001 Fund budget for \$228,590 of the unanticipated revenue from a reimbursement and an appropriation of a like amount into an expense account and;

WHEREAS, the Fund 48766 LCU Loan 2001 Fund budget shall be amended to include the following amounts which were previously not included.

ESTIMATED REVENUES

Prior Total:		\$0
Additions		
GE5369048766.384000.9004	State of FL: Revolving Trust	\$228,590
Amended Total Estimated Revenues		\$228,590

APPROPRIATIONS

Prior Total:		\$0
Additions		
GE5369048766.507210	Interest	\$132,968
GE5369048766.507310	Other Debt Svs. Costs	95,622
Amended Total Appropriations		\$228,590

NOW, THEREFORE, BE IT RESOLVED by the Board of County Commissioners of Lee County, Florida, that the Fund 48766 LCU Loan 2001 Fund budget is hereby amended to show the above additions to its Estimated Revenue and Appropriation accounts.

Duly voted upon and adopted in Chambers at a regular Public Hearing by the Board of County Commissioners on this ____ day of _____, 2004.

ATTEST:
CHARLIE GREEN, EX-OFFICIO CLERK

BOARD OF COUNTY COMMISSIONERS
LEE COUNTY, FLORIDA

BY: _____
DEPUTY CLERK

CHAIRMAN

APPROVED AS TO FORM

OFFICE OF COUNTY ATTORNEY

DOC TYPE YB
LEDGER TYPE BA

REQUEST FOR TRANSFER OF FUNDS

FUND NAME: MSTBU Restricted DATE: 11/18/03 BATCH NO.: _____

FISCAL YEAR: 02/03 FUND NO.: 10400 DOC. TYPE: YB LEDGER TYPE: BA

TO: Non- Departmental Non- Departmental
 (Division Name) (Program Name)

NOTE: Please list the account number below in the following order:
 Business Unit (dept/div, program, fund, subfund); Object Account; Subsidiary; Subledger
 (Example: BB 5120100100.503450)

<u>Account Number</u>	<u>Object Name</u>	<u>DEBIT</u>
GC5810110400.509110.T26563	Interfund Transfer	\$ 175,000
80715410400.504930	Deputy Clerk Fees	\$ 95
80715410400.506510	Professional Services	\$ 40,809
80727510400.506510	Professional Services	\$ 49,412
80715310400.506510	Professional Services	\$ 26,314
TOTAL TO:		<u>\$ 291,630</u>

FROM: Non- Departmental Non- Departmental
 (Division Name) (Program Name)

<u>Account Number</u>	<u>Object Name</u>	<u>CREDIT</u>
GC5890110400.509940	Reserve for Cash Balance	\$ 291,630
TOTAL FROM:		<u>\$ 291,630</u>

EXPLANATION: To establish budget and transfer funds from reserves to cover shortage due to new projects during fiscal year 02/03 for fund 104.

DIVISION DIRECTOR SIGNATURE/DATE	DEPARTMENT HEAD SIGNATURE/DATE
DBO: APPROVAL <input checked="" type="checkbox"/> DENIAL <input type="checkbox"/>	<u>Caryn Agostino</u> <u>12/31/03</u>
	OPS. ANALYST SIGNATURE DATE
OPS. MGR.: APPROVAL <input checked="" type="checkbox"/> DENIAL <input type="checkbox"/>	<u>due help</u> <u>1/9/04</u>
	OPS. MGR. SIGNATURE DATE
CO. MGR.: APPROVAL <input type="checkbox"/> DENIAL <input type="checkbox"/>	<u>Holly Salinas</u> <u>1/14/04</u>
	CO. MANAGER SIGNATURE DATE

BCC APPROVAL DATE: _____ BCC CHAIRMAN SIGNATURE _____

BA. NO. _____ AUTH CODE _____ TRANS DATE _____

REQUEST FOR TRANSFER OF FUNDS

FUND NAME: Road Imp Fee-Bonita DATE: 9-30-03 BATCH NO.: _____

FISCAL YEAR: 02-03 FUND NO.: 18808 DOC. TYPE: YB LEDGER TYPE: BA

TO: _____

<u>Non-Departmental</u> (Division Name)	<u>Interfund Transfers</u> (Program Name)
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NOTE: Please list the account number below in the following order:
 Business Unit (dept/div, program, fund, subfund); Object Account; Subsidiary; Subledger
 (Example: BB 5120100100.503450)

<u>Account Number</u>	<u>Object Name</u>	<u>DEBIT</u>
GC5810118808.509110.T21260	Transfer to 21260	\$ 11,000

TOTAL TO: _____ \$ 11,000

FROM: _____

<u>Non-Departmental</u> (Division Name)	<u>Reserves</u> (Program Name)
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<u>Account Number</u>	<u>Object Name</u>	<u>CREDIT</u>
GC5890118808.509910	Reserve for Contingency	\$ 11,000

TOTAL FROM: _____ \$ 11,000

EXPLANATION: To move budget based on actual expenses.

DIVISION DIRECTOR SIGNATURE/DATE

DEPARTMENT HEAD SIGNATURE/DATE

DBO: APPROVAL DENIAL

David K. Wolf 9-30-03

OPS. ANALYST SIGNATURE DATE

OPS. MGR.: APPROVAL DENIAL

Mike Wolf 12/24/03

OPS. MGR. SIGNATURE DATE

CO. MGR.: APPROVAL DENIAL

Wally Schwarz 11/14/04

CO. MANAGER SIGNATURE DATE

BCC APPROVAL DATE: _____

BCC CHAIRMAN SIGNATURE

BA. NO. _____ AUTH CODE _____ TRANS DATE _____

REQUEST FOR TRANSFER OF FUNDS

FUND NAME: Road Imp Rev Bonds DATE: December 2, 2003 BATCH NO.: _____

FISCAL YEAR: 02-03 FUND NO.: 22560 DOC. TYPE: YB LEDGER TYPE: BA

TO: _____
 Non Departmental Interfund Transfers
 (Division Name) (Program Name)

NOTE: Please list the account number below in the following order:
 Business Unit (dept/div, program, fund, subfund); Object Account; Subsidiary; Subledger
 (Example: BB 5120100100.503450)

<u>Account Number</u>	<u>Object Name</u>	<u>DEBIT</u>
GC5810122560.509110.T17500	Transfer from Fund 17500	\$56,000

TOTAL TO: _____ \$56,000

FROM: _____
 Non Departmental Reserves
 (Division Name) (Program Name)

<u>Account Number</u>	<u>Object Name</u>	<u>CREDIT</u>
GC5890122560.509940	Reserve for Cash Balance	\$56,000

TOTAL FROM: _____ \$56,000

EXPLANATION: YECO to adjust Budget for Operating Transfers Out

 DIVISION DIRECTOR SIGNATURE/DATE

DBO: APPROVAL DENIAL _____

OPS. MGR.: APPROVAL _____ DENIAL

CO. MGR.: APPROVAL _____ DENIAL _____

BCC APPROVAL DATE: _____

 DEPARTMENT HEAD SIGNATURE/DATE

James Lewin December 4, 2003
 OPS. ANALYST SIGNATURE DATE

[Signature] 12/27/03
 OPS. MGR. SIGNATURE DATE

[Signature] 11/14/04
 CO. MANAGER SIGNATURE DATE

[Signature] _____
 BCC CHAIRMAN SIGNATURE

BA. NO. _____ AUTH CODE _____ TRANS DATE _____

REQUEST FOR TRANSFER OF FUNDS

FUND NAME: Cap Rev Bonds S95B DS DATE: December 2, 2003 BATCH NO.: _____

FISCAL YEAR: 02-03 FUND NO.: 23667 DOC. TYPE: YB LEDGER TYPE: BA

TO: Government Debt Transportation Projects
(Division Name) (Program Name)

NOTE: Please list the account number below in the following order:
Business Unit (dept/div, program, fund, subfund); Object Account; Subsidiary; Subledger
(Example: BB 5120100100.503450)

<u>Account Number</u>	<u>Object Name</u>	<u>DEBIT</u>
GB5412523667.507110	Principal	\$340,000

TOTAL TO: \$340,000

FROM: Non Departmental Reserves
(Division Name) (Program Name)

<u>Account Number</u>	<u>Object Name</u>	<u>CREDIT</u>
GC5890123667.509940	Reserve for Cash Balance	\$340,000

TOTAL FROM: \$340,000

EXPLANATION: YECO to adjust Budget for Principal

DIVISION DIRECTOR SIGNATURE/DATE

DEPARTMENT HEAD SIGNATURE/DATE

DBO: APPROVAL DENIAL

Jana Lewin December 4, 2003
OPS. ANALYST SIGNATURE DATE

OPS. MGR.: APPROVAL DENIAL

[Signature] 12/24/03
OPS. MGR. SIGNATURE DATE

CO. MGR.: APPROVAL DENIAL

[Signature] 1/14/04
CO. MANAGER SIGNATURE DATE

BCC APPROVAL DATE: _____

BCC CHAIRMAN SIGNATURE _____

BA. NO. _____ AUTH CODE _____ TRANS DATE _____

REQUEST FOR TRANSFER OF FUNDS

FUND NAME: Special Assessment S90SA DATE: 11/18/03 BATCH NO.: _____

FISCAL YEAR: 02/03 FUND NO.: 26550 DOC. TYPE: YB LEDGER TYPE: BA

TO: Non- Departmental Non- Departmental
 (Division Name) (Program Name)

NOTE: Please list the account number below in the following order:
 Business Unit (dept/div, program, fund, subfund); Object Account; Subsidiary; Subledger
 (Example: BB 5120100100.503450)

<u>Account Number</u>	<u>Object Name</u>	<u>DEBIT</u>
GC5810126550.509110.T10400	Interfund Transfer to 10400	\$ 41,557
GC5810126550.509190.T26563	Sub-Fund transfer to 26563	\$ 44,126
GC5810126550.509190.T26560	Sub-Fund transfer to 26560	\$ 10,625
TOTAL TO:		<u>\$ 96,308</u>

FROM: Non- Departmental Non- Departmental
 (Division Name) (Program Name)

<u>Account Number</u>	<u>Object Name</u>	<u>CREDIT</u>
GC5890126550.509940	Reserve for Cash Balance	\$ 52,182
GC5810126550.509110.T26560	Interfund transfer to 26560	\$ 44,126
TOTAL FROM:		<u>\$ 96,308</u>

EXPLANATION: To establish budget and transfer funds from reserves to cover shortage due to actual transfers out being greater than what was budgeted for fiscal year 02/03 for fund 265.

DIVISION DIRECTOR SIGNATURE/DATE	DEPARTMENT HEAD SIGNATURE/DATE
DBO: APPROVAL <input checked="" type="checkbox"/> DENIAL <input type="checkbox"/>	<u>Caryn Agostino</u> <u>12/3/03</u>
OPS. MGR.: APPROVAL <input checked="" type="checkbox"/> DENIAL <input type="checkbox"/>	OPS. ANALYST SIGNATURE DATE
CO. MGR.: APPROVAL <input type="checkbox"/> DENIAL <input type="checkbox"/>	<u>John Kelly</u> <u>1/9/04</u>
	OPS. MGR. SIGNATURE DATE
	<u>Molly Schwab</u> <u>1/14/04</u>
	CO. MANAGER SIGNATURE DATE

BCC APPROVAL DATE: _____ BCC CHAIRMAN SIGNATURE _____

BA. NO. _____ AUTH CODE _____ TRANS DATE _____

REQUEST FOR TRANSFER OF FUNDS

FUND NAME: Special Assessment S90SA DATE: 11/18/03 BATCH NO.: _____

FISCAL YEAR: 02/03 FUND NO.: 26570 DOC. TYPE: YB LEDGER TYPE: BA

TO: Non- Departmental Non- Departmental
 (Division Name) (Program Name)

NOTE: Please list the account number below in the following order:
 Business Unit (dept/div, program, fund, subfund); Object Account; Subsidiary; Subledger
 (Example: BB 5120100100.503450)

<u>Account Number</u>	<u>Object Name</u>	<u>DEBIT</u>
GC5810126570.509190.T26563	Sub-Fund transfer to 26563	\$ 328,713
TOTAL TO:		\$ 328,713

FROM: Non- Departmental Non- Departmental
 (Division Name) (Program Name)

<u>Account Number</u>	<u>Object Name</u>	<u>CREDIT</u>
GC5890126570.509910	Reserves for Contingencies	\$ 18,540
GC5890126570.509940	Reserve for Cash Balance	\$ 310,173
TOTAL FROM:		<u>\$ 328,713</u>

EXPLANATION:. To transfer funds from reserves to cover shortage due to actual transfers out being greater than what was budgeted for fiscal year 02/03 for fund 265.

DIVISION DIRECTOR SIGNATURE/DATE	DEPARTMENT HEAD SIGNATURE/DATE
DBO: APPROVAL <input checked="" type="checkbox"/> DENIAL <input type="checkbox"/>	<u>Caryn Agostino</u> 12/31/03
OPS. MGR.: APPROVAL <input checked="" type="checkbox"/> DENIAL <input type="checkbox"/>	OPS. ANALYST SIGNATURE DATE
CO. MGR.: APPROVAL <input type="checkbox"/> DENIAL <input type="checkbox"/>	<u>[Signature]</u> 1/9/04
	OPS. MGR. SIGNATURE DATE
	<u>[Signature]</u> 1/14/04
	CO. MANAGER SIGNATURE DATE

BCC APPROVAL DATE: _____ BCC CHAIRMAN SIGNATURE _____

BA. NO. _____ AUTH CODE _____ TRANS DATE _____

REQUEST FOR TRANSFER OF FUNDS

FUND NAME: Cap Improvement Fund DATE: 9-30-03 BATCH NO.: _____

FISCAL YEAR: 02-03 FUND NO.: 30100 DOC. TYPE: YB LEDGER TYPE: BA

TO: _____
Capital Projects Capital Projects
 (Division Name) (Program Name)

NOTE: Please list the account number below in the following order:
 Business Unit (dept/div, program, fund, subfund); Object Account; Subsidiary; Subledger
 (Example: BB 5120100100.503450)

<u>Account Number</u>	<u>Object Name</u>	<u>DEBIT</u>
20899430100.507130	Lease Purchase Principal	\$ 1,549,727
20899430100.507230	Lease/Purchase Interest	244,784

TOTAL TO: \$ 1,794,511

FROM: _____
Capital Projects Capital Projects
 (Division Name) (Program Name)

<u>Account Number</u>	<u>Object Name</u>	<u>CREDIT</u>
20899430100.506540	Improvements Construction	\$ 1,794,510
20899230100.503490	Other Contracted Services	1

TOTAL FROM: \$ 1,794,511

EXPLANATION: To adjust budgets based on actual expenses.

<u>DIVISION DIRECTOR SIGNATURE/DATE</u>	<u>DEPARTMENT HEAD SIGNATURE/DATE</u>
DBO: APPROVAL <input checked="" type="checkbox"/> DENIAL <input type="checkbox"/>	<u>James K. Wolf</u> <u>9-30-03</u>
OPS. MGR.: APPROVAL <input checked="" type="checkbox"/> DENIAL <input type="checkbox"/>	<u>OPS. ANALYST SIGNATURE</u> <u>DATE</u>
CO. MGR.: APPROVAL <input type="checkbox"/> DENIAL <input type="checkbox"/>	<u>OPS. MGR. SIGNATURE</u> <u>DATE</u>
	<u>CO. MANAGER SIGNATURE</u> <u>DATE</u>

BCC APPROVAL DATE: _____

 BCC CHAIRMAN SIGNATURE

BA. NO. _____ AUTH CODE _____ TRANS DATE _____

REQUEST FOR TRANSFER OF FUNDS

FUND NAME: Trans Capital Improvement DATE: 9-30-03 BATCH NO.: _____

FISCAL YEAR: 02-03 FUND NO.: 30700 DOC. TYPE: YB LEDGER TYPE: BA

TO: _____
Non-Departmental
(Division Name)
Interfund Transfers
(Program Name)

NOTE: Please list the account number below in the following order:
 Business Unit (dept/div, program, fund, subfund); Object Account; Subsidiary; Subledger
 (Example: BB 5120100100.503450)

<u>Account Number</u>	<u>Object Name</u>	<u>DEBIT</u>
GC5810130700.509110.T48600	Interfund Transfer-48600	\$ 70,000

TOTAL TO: \$ 70,000

FROM: _____
Non-Departmental
(Division Name)
Reserves
(Program Name)

<u>Account Number</u>	<u>Object Name</u>	<u>CREDIT</u>
GC5890130700.509910	Reserve for Contingency	\$ 70,000

TOTAL FROM: \$ 70,000

EXPLANATION: To adjust budgets based on actual expenses.

 DIVISION DIRECTOR SIGNATURE/DATE

 DEPARTMENT HEAD SIGNATURE/DATE

DBO: APPROVAL DENIAL _____

Emma X. Wolf 9-30-03
 OPS. ANALYST SIGNATURE DATE

OPS. MGR.: APPROVAL DENIAL _____

[Signature] 12/24/03
 OPS. MGR. SIGNATURE DATE

CO. MGR.: APPROVAL _____ DENIAL _____

[Signature] 1/14/04
 CO. MANAGER SIGNATURE DATE

BCC APPROVAL DATE: _____

 BCC CHAIRMAN SIGNATURE

BA. NO. _____ AUTH CODE _____ TRANS DATE _____

REQUEST FOR TRANSFER OF FUNDS

FUND NAME: Lee County Utilities DATE: 01/14/04 BATCH NO. _____
 FISCAL YEAR: FY 02/03 FUND #: 48772 DOC TYPE: YB LEDGER TYPE: BA
 TO: Utilities LCU W&S DEP Loan Reserves
 (DIVISION NAME) (PROGRAM NAME)

NOTE: PLEASE LIST THE ACCOUNT NUMBER BELOW IN THE FOLLOWING ORDER:
 FUND #-DEPT/DIV #-PROGRAM #-OBJECT CODE #-SUBFUND #-PROJECT#-COST CENTER #.
 (EXAMPLE: BB5120100100.503450)

ACCOUNT NUMBER	OBJECT NAME	DEBIT
GE5369048772.507110	Principal	\$ 17,115
	TOTAL TO:	\$ 17,115

ACCOUNT NUMBER	OBJECT NAME	CREDIT
GC5890148772.509921	Reserves for Future Debt Svs.	\$ 17,115
	TOTAL FROM:	\$ 17,115

EXPLANATION To move budget into line item where expense was taken for Year-end closing.

DIVISION DIRECTOR SIGNATURE _____ DATE _____
 DBS: APPROVAL DENIAL _____
 APPROVAL _____ DENIAL _____
 CO. ADMIN.: APPROVAL _____ DENIAL _____

DEPARTMENT DIRECTOR SIGNATURE _____ DATE _____
Patricia Miller 1/14/04
 OPERATIONS ANALYST SIGNATURE DATE
 BUDGET OPERATIONS MANAGER SIGNATURE _____ DATE _____
Holly Schwab 1/14/04
 CO. ADMIN. SIGNATURE DATE

BCC APPROVAL DATE _____

 BCC CHAIRMAN SIGNATURE

BA NO _____ AUTH CODE _____ TRANS DATE _____

REQUEST FOR TRANSFER OF FUNDS

FUND NAME: Vehicle and Equipment Maintenance DATE: 9-30-03 BATCH NO.: _____

FISCAL YEAR: 02-03 FUND NO.: 59400 DOC. TYPE: YB LEDGER TYPE: BA

TO: Fleet Management Fleet Management
 (Division Name) (Program Name)

NOTE: Please list the account number below in the following order:
 Business Unit (dept/div, program, fund, subfund); Object Account; Subsidiary; Subledger
 (Example: BB 5120100100.503450)

<u>Account Number</u>	<u>Object Name</u>	<u>DEBIT</u>
JB5191059400.502310	Health Insurance	\$ 15,000
GC5810159400.509190.T59400	Subfund Transfer-59460	12,000
TOTAL TO:		<u>\$ 27,000</u>

FROM: Various Various
 (Division Name) (Program Name)

<u>Account Number</u>	<u>Object Name</u>	<u>CREDIT</u>
GC5890159400.509910	Reserve for Contingencies	\$ 12,000
JB5191059400.501210	Salaries	15,000
TOTAL FROM:		<u>\$ 27,000</u>

EXPLANATION: To adjust budgets based on actual expenses.

<u>DIVISION DIRECTOR SIGNATURE/DATE</u>	<u>DEPARTMENT HEAD SIGNATURE/DATE</u>
DBO: APPROVAL <input checked="" type="checkbox"/> DENIAL <input type="checkbox"/>	<u>James K. Wolf</u> <u>9-30-03</u>
	<u>OPS. ANALYST SIGNATURE</u> <u>DATE</u>
OPS. MGR.: APPROVAL <input checked="" type="checkbox"/> DENIAL <input type="checkbox"/>	<u>Steve Kelly</u> <u>12/24/03</u>
	<u>OPS. MGR. SIGNATURE</u> <u>DATE</u>
CO. MGR.: APPROVAL <input type="checkbox"/> DENIAL <input type="checkbox"/>	<u>Holly Schwarz</u> <u>1/14/03</u>
	<u>CO. MANAGER SIGNATURE</u> <u>DATE</u>

BCC APPROVAL DATE: _____

 BCC CHAIRMAN SIGNATURE

BA. NO. _____ AUTH CODE _____ TRANS DATE _____