

## GASTON COUNTY BUDGET CHANGE REQUEST

TO: Earl Mathers COUNTY MANAGER

FROM: 4350 Building Inspections  
 Dept. # Department Name

Joseph Brian Sciba 8/16/16  
 Department Director's Signature Date

**TYPE OF REQUEST:**

- |  |   |
|--|---|
| <input type="checkbox"/> Line Item Transfer Within Department & Fund | <input type="checkbox"/> Line Item Transfer Between Funds *             |
| <input type="checkbox"/> Project Transfer Within Department & Fund   | <input checked="" type="checkbox"/> Additional Appropriation of Funds * |
| <input type="checkbox"/> Line Item Transfer Between Departments*     | * Requires resolution by the Board of Commissioners                     |

Resolution #	Date
--------------	------

ACCOUNT DESCRIPTION (As it appears in the budget)	ACCOUNT NUMBER <small>Fund - Dept - Subdept - Div - Acct - Subacct</small> <small>xx - xxxx - xxxx - xxxx - xxx - xxx</small>	PROJECT SUBPROJECT <small>xxxxx - xxxx</small>	AMOUNT Whole Dollars Only (See Note Below)
Permit Revenue	61-4350-410-500		(57000)
Salaries	61-4350-121-000		39000
FICA	61-4350-181-000		2984
Retirement	61-4350-182-000		3148
Group Insurance	61-4350-183-000		10500
Unemployment Insurance	61-4350-184-000		404
Equipment	61-4350-530-000		964

**JUSTIFICATION FOR REQUEST:**

Due to the increase in both residential and commercial permits, along with the retirement of one of our permit facilitators as well as the pending retirement of another permits facilitator it has become necessary for building inspections to add a new position. The creation of this new position will allow us to better serve our community and help insure that we keep the building process moving as efficiently as possible. Along with other duties, this new positions main role will be to perform plan intake which will help speed up the process of commercial and residential plan review. This position will also help to implement electronic plan review.

**APPROVAL SIGNATURES:**

\_\_\_\_\_  
 County Manager/Interim Assistant County Manager      Date

\_\_\_\_\_  
 Financial Operations Manager/Asst. Financial Operations Mgr.      Date

\_\_\_\_\_  
 Interim Budget Administrator      Date

Note: Decreases in expenditures & increases in revenue accounts require brackets. Increases in expenditures & decreases in revenue do not require brackets. Please note that transfers between funds require interfund transfer accounts.