

# GASTON COUNTY BOARD OF COMMISSIONERS

## BOARD ACTION

**REQUESTED ACTION:** The BOC is requested to accept the following Budget Change Requests as information.

**COMMISSION SPONSOR:** Commissioner Tom Keigher.

**Staff Contact:** Bryant Morehead, Interim Assistant County Manager - 704-866-3038

**BACKGROUND:**

<u>Department</u>	<u>Account Number</u>	<u>Project #</u>	<u>Amount</u>
<b><u>#4131 Budget &amp; Purchasing</u></b>			
Professional Services - Medical	10-4360-193-000		(1,067)
Uniforms	10-4360-212-000		1,067
Justification For Request: This budget change is necessary to purchase needed uniform supplies for the Medical Examiner (Tyvek coveralls, boot covers, etc.) that were not previously budgeted for. This change requires no additional funds.			
<b><u>#4131 Budget &amp; Purchasing</u></b>			
Salaries	10-4920-121-000		(4,500)
Salaries	10-4920-4920-121-000		4,500
Justification For Request: The holiday bonus funds authorized in Resolution 2015-307 were inadvertently budgeted in an inactive account. This budget change is necessary to move the funds to the correct account number. This budget change requires no additional funding.			
<b><u>#4140 Tax</u></b>			
Temporary Salary	10-4140-393-000		(872)
Salaries - Longevity Pay	10-4140-127-000		872
Justification For Request: A transfer of funds is needed to cover longevity salary that was not budgeted for FY 15/16.			
<b><u>#4210 IT</u></b>			
Salaries	10-4210-121-000		(1,290)
Salaries - Longevity Pay	10-4210-127-000		1,290
Justification For Request: Employee Dennis Workman retired in December 2015 mid-year. Monies were not budgeted FY16. Lapsed Salary will allow money to be transferred from Salaries to Salaries-Longevity Pay.			
<b><u>#4265-4250 Public Works - Fleet</u></b>			
Employee Development	10-4265-4250-395-000		(60)
Dues & Subscriptions	10-4265-4250-491-000		60
Justification For Request: This Budget Change Request transfers available funds from the Employee Development Account into the Dues & Subscriptions account for payment of a Notary Reappointment. If an employee is taking a Notary class and a test is required, the transaction would be paid from Employee Development; however, in this instance only a reappointment is required. Fleet Maintenance did not have a 491 account, so Finance set up the account for payment.			
<b><u>#4310 County Police</u></b>			
Salaries	10-4310-4310-121-000		(1,049)
Salaries - Longevity	10-4310-4310-127-000		1,049
Justification For Request: The Gaston County Police Department requests funds be transferred and accepted into the above listed accounts. This transfer will balance the Salaries - Longevity account that is overdrawn.			
<b><u>#4315 Sheriff's Office</u></b>			
Salaries	10-4315-4315-121-000		(20,000)
Overtime	10-4315-4315-122-000		20,000
Justification For Request: As of the date of this request, overtime expenditures have exceeded budgeted amounts. Major factors associated with our overtime expenditures are: higher than average staff turnover due to resignations, retirements, and terminations; the length of time it takes to hire and train new detention officers which can take three and a half months or longer; and the need to call in employees to cover for other employees on FMLA, limited light duty, or required in-service training.			

<b>#4380 Animal Care &amp; Enforcement</b>			
Special Programs - Pre-Employment	10-4380-298-000	16097-0001	(4,327)
Special Programs - Feral Cat Spay/Neute	10-4380-298-000	16200-0001	4,327
Justification For Request: Transfer is necessary to pay for services for the feral cat spay/neuter program. In previous year the pre-employment screening costs were well below the budgeted amount.			
<b>#4520 DHHS - Social Services</b>			
ACCESS Admin Salaries	10-4520-4520-121-000		(1,210)
ACCESS Admin Longevity	10-4520-4520-127-000		1,210
ACCESS Operations Salaries	10-4520-4521-121-000		(112)
ACCESS Operations Longevity	10-4520-4521-127-000		112
Justification For Request: Funds are being transferred between Salary accounts Longevity accounts to clean up any overspending in account line items.			
<b>#4960 Natural Resources</b>			
Office Supplies/Materials	10-4960-260-000		(1,000)
Education Materials/Supplies	10-4960-231-000		(1,000)
Books	10-4960-293-000		(500)
Vehicle Maintenance - Parts	10-4960-253-000		2,000
Repairs & Maintenance - Vehicles	10-4960-353-000		500
Justification For Request: Funds are needed to cover overdrawn accounts for vehicle maintenance - parts and repairs & maintenance - vehicles. Books were budgeted for an employee who resigned their position. Approximate 1/3 of each account balance was transferred out of office supplies and education materials. Fleet Maintenance advised the amounts requested due to an additional issue of a rusted roof on our Explorer. There is no anticipated impact on the account reductions.			
<b>#5100 DHHS - Public Health</b>			
Retirement	11-5100-5140-5141-182-000		(1,419)
Longevity	11-5100-5140-5141-127-000		1,419
Justification For Request: Transfer of funds is needed for accounting purposes to reconcile a longevity account that exceeded original budgetary estimates due to an employee retirement. These funds are within the Public Health budget and require no additional funds.			
<b>#5100 DHHS - Public Health</b>			
Professional Services - Other	11-5100-5114-5125-199-000		(2,000)
Employee Development/Training	11-5100-5114-5128-395-000		2,000
Professional Services - Other	11-5100-5114-5126-199-000		(1,000)
Employee Development/Training	11-5100-5114-5126-395-000		1,000
Laboratory Supplies	11-5100-5114-5128-234-000		(4,000)
Mobile Telephone Use	11-5100-5114-5125-321-010		4,000
Justification For Request: Transfer of funds is needed for the training expenses in the Environmental Health Food/Lodging and Septic/Water area for required FDA training and sewage/water testing continuing education. Transfer is also needed for the additional expenses of cell phones used by Environmental Health specialists while working out in the community for inspections. These funds are within the Public Health budget and require no additional funds.			
<b>#5600 DHHS - Social Services</b>			
Nutrition Salaries	20-5600-5622-121-000		(20)
Nutrition Longevity	20-5600-5622-127-000		20
In Home Aide Salaries	20-5600-5623-121-000		(91)
In Home Aide Longevity	20-5600-5623-127-000		91
Gastonia ADC Salaries	20-5600-5640-121-000		(88)
Gastonia ADC Longevity	20-5600-5640-127-000		88
E Gaston ADC Salaries	20-5600-5650-121-000		(128)
E Gaston ADC Longevity	20-5600-5650-127-000		128
CAPDA Salaries	20-5600-5660-121-000		(107)
CAPDA Longevity	20-5600-5660-127-000		107
Justification For Request: Funds are being transferred between salary accounts and longevity accounts to clean up any overspending in account line items.			
<b>#5600 DHHS - Social Services</b>			
Equip/Furn: \$250-\$4,999	20-5600-5622-530-000		(400)
Repairs & Maintenance/Equipment	20-5600-5622-352-000		400
Justification For Request: Funds are being transferred between two Adult Nutrition Meal Site accounts in order to provide maintenance on the food warmer at the Myers Site. The account was budgeted at \$500, and the quote for parts is \$500 leaving no additional funds for labor costs. We are transferring enough for possible additional changes.			

<b>#6120 Parks &amp; Recreation</b> Recreation Programming Printing	10-6120-298-000 10-6120-341-000	16091-0001	(700) 700
Justification For Request: The purpose of this request is to transfer from the Recreation Programming account to the Printing account in order to cover shortfall in the account. Additional printing funds are needed due to more extensive advertising of recreation programs and special events. Parks & Recreation has also made multiple presentations to various groups this year which required additional printing for copies of the presentations to group members.			

**Policy Impact:** None

**FISCAL IMPACT ANALYSIS:** None

Is Item Included in current budget? Yes   X   No        N/A

Recommended sources of funds:

**ATTACHMENTS:** none