



Gaston County

Gaston County
Board of Commissioners
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County Manager

Board Action

File #: 17-013

Commissioner Brown - County Manager - To Accept Departmental Budget Change Requests as Information

STAFF CONTACT

Bryant Morehead - Assistant County Manager - 704-866-3101

BACKGROUND

N/A

ATTACHMENTS

Departmental Budget Transfers

DO NOT TYPE BELOW THIS LINE

I, Donna S. Buff, Clerk to the County Commission, do hereby certify that the above is a true and correct copy of action taken by the Board of Commissioners as follows:

NO.	DATE	M1	M2	Brown	Fraley	Grant	Hovis	Keigher	Philbeck	Worley	Vote
2017-009	01/24/2017	TK	RW	A	AB	AB	A	A	A	A	U

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**COUNTY MANAGER – LISTING OF DEPARTMENTAL BUDGET CHANGE REQUESTES
TO BE ACCEPTED AS INFORMATION AT THE JANUARY 24, 2017 BOARD MEETING**

<u>Department</u>	<u>Account Number</u>	<u>Project #</u>	<u>Amount</u>
#4110 Clerk to the Board			
Professional Svcs Other	10-4110-199-000		(5,000)
Miscellaneous Expenditures	10-4110-499-000		5,000
Justification For Request: This budget change request is necessary to replenish the supply of Commission Commendation folders.			
#4120 County Manager			
Office Supplies	10-4120-260-000		(380)
Equipment/Furniture: <\$4,999	10-4120-530-000		380
Justification For Request: No money was budgeted this fiscal year in the office furniture account. Moving \$380 to cover purchase of a stand-up desk in the County Manager's Office.			
#4130 Finance			
Office Supplies/Materials	10-4130-260-000		(675)
Equip/Furniture: \$250-\$4,999	10-4130-530-000		675
Justification For Request: Several chairs in finance need replacement. Used chairs in Public Works surplus were in as bad or worse condition. This transfer will allow the purchase of new chairs for two employees.			
#4131 Budget			
Water & Sewer Lines			
Capital QC-Ridge-Nila Dawn Sewer	40-4265-4260-596-000	08302-0001	(15,132)
Water & Sewer Lines			
High Shoals Sewer Interconnect	40-4265-4260-596-000	10286-0001	(12,720)
Water & Sewer Lines			
High Shoals Sewer Easement Acq.	40-4265-4260-596-000	11175-0001	(141,059)
Bldg, Structures, & Improvements			
Jail Sewer Grinder	40-4265-4260-580-000	16165-0001	168,911
Justification For Request: Section 7 of the budget ordinance authorizes the budget officer to make transfers between capital projects within existing funds. This Budget Change Request transfers available funds from the Water & Sewer Lines project accounts to the Buildings, Structures, & Improvements - Jail Sewer Grinder project. The transfer will provide funds for the construction contract awarded to Wharton-Smith, Inc. to install a sewer grinder system at the Gaston County Jail. No additional appropriations are necessary as a result of this Budget Change Request.			
#4131-4131 Budget			
Other Improv. & Capital Outlay			
Landfill Seeding & Methane Wells	60-4720-590-000	16145-0001	(11,475)
Other Improv. & Capital Outlay			
Well Field Expansion	60-4720-590-000	16181-0001	(22,437)
Other Improv. & Capital Outlay			
Purchase Buffer Property	60-4720-590-000	16185-0001	(17,286)
Other Improv. & Capital Outlay			
Power Generation Facility	60-4720-590-000	10351-0001	51,198
Justification For Request: Section 7 of the budget ordinance authorizes the budget officer to make transfers between capital projects within existing funds. This Budget Change Request transfers available funds from multiple Other Improv & Capital Outlay project accounts into the Power Generation Facility project account for expenditure purposes. The fund consolidation will allow improvements to the Renewable Energy Center. No additional appropriations are necessary as a result of this Budget Change Request.			
#4131-4131 Budget			
Office Supplies	22-4921-298-000	17164-0001	(473)
Equipment/Furniture: <\$4,999	22-4921-499-000		473
Justification For Request: No money was budgeted this fiscal year in the office furniture account. Moving \$380 to cover purchase of a stand-up desk in the Budget Office.			

County Manager – Listing of Departmental Budget Change Requests to be Accepted as Information

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#4170 Elections

Elections	10-4170-697-000		(800)
Office Supplies/Materials	10-4170-260-000		800

Justification For Request: Transfer funds from Elections account to Office Supplies/Materials account to cover supply room charges for October in preparation for the November 8, 2016 General Election.

#4170 Elections

Other Services	10-4170-399-000		(4,500)
Equip/Furniture: \$250-\$4,999	10-4170-530-000		(1,000)
Salaries-Overtime	10-4170-122-000		(1,850)
Board Member Expenditure	10-4170-170-000		(3,000)
Mileage Reimbursement	10-4170-311-000		(250)
Food & Provisions	10-4170-220-000		(150)
Repairs & Maintenance: Equipment	10-4170-352-000		(450)
Elections	10-4170-697-000		11,200

Justification For Request: Transfer funds from the above accounts to cover the cost of a federal court ruling and state-mandated additional openings of one-stop early voting and to cover the unexpected additional expense due to increased turnout for the November 8, 2016 Presidential General Election.

#4180 Register of Deeds

Computer Maintenance	10-4180-352-000		(828)
Software Rental	10-4180-422-000		828

Justification For Request: Purchase Adobe Pro & Photoshop for the Register of Deeds office. This software is needed to be able to correct and change forms for office use.

#4230 Public Works - Print Shop

Repairs & Maintenance: Equipment	10-4265-4230-352-000		(376)
Uniforms	10-4265-4230-212-000		376

Justification For Request: This Budget Change Request will transfer funds to cover costs of shirt logos to be used for identification purposes.

#4260 Public Works - Facilities

Dues & Subscriptions	27-4265-4260-491-000		(1,044)
Professional Services: Banking	27-4265-4260-194-000		1,044

Justification For Request: This Budget Change Request will transfer funds to cover Gateway Processing Services for the new Parking Boxx kiosks located at the Courthouse parking lot.

#4311 Police - Communications

Repairs & Maintenance: Equipment	10-4311-352-000		(700)
Rental: Data Proc Equipment	10-4311-421-000		700

Justification For Request: Transfer is needed to fund the public safety data center hardware upgrade.

#4311 Police - Communications

Equipment / Furniture: \$5,000 or >	24-4311-510-000	17108-0001	(6,350)
Equipment / Furniture: \$5,000 or >	24-4311-510-000	17107-0001	(10,500)
Rent of Equipment	24-4311-432-000		16,500

Justification For Request: Funds for lease payments were budgeted in the incorrect accounts.

#4315 Sheriff's Office

Salaries - Overtime	10-4315-4323-122-000		(25,000)
Salaries - Overtime	10-4315-4315-122-000		25,000

Justification For Request: As of the date of this request, overtime expenditures have exceeded budgeted amounts in the administration budget. This is due to staff turnover, retirements, and terminations. This has resulted in the need for other employees to cover shifts and assume additional duties.

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#4315 Sheriff's Office

Office Supplies/Materials
Misc Expenditures

10-4315-4315-260-000
10-4315-4315-499-000

(60)
60

Justification For Request: The purpose of this budget change request is to fund the miscellaneous account. Funds were not allocated to this account for FY16/17.

#4315 Sheriff's Office

Law Enforcement Supplies
Equip/Furniture: \$5,000 or >

10-4315-4315-235-000
10-4315-4315-530-000

(5,078)
5,078

Justification For Request: Due to the shortage of mobile radios with no replacement parts available at this time, the Sheriff's Office needs to purchase five mobile radios. The failure rate of the mobile radios is increasing due to the age of the equipment. We currently have three radios in the field that are not repairable due to no available parts. The two additional radios will be available as the other radios begin to fail.

#4340 Fire Marshal

Office Supplies/Materials
Equipment/Furniture

10-4340-260-000
10-4340-530-000

(331)
331

Justification For Request: Transfer needed to cover the cost of an ergonomic desk converter.

#4380 Animal Care & Enforcement

Equip/Furniture: \$5,000 or >
Software Rental & Licensing Fee

10-4380-510-000
10-4380-422-000

(6,008)
6,008

Justification For Request: To cover entire contract cost of PetPoint, the new ACE software.

#4520 ACCESS

ACCESS Software
ACCESS Longevity

10-4520-4521-121-000
10-4520-4521-127-000

(1,572)
1,572

Justification For Request: To cover overdrawn longevity accounts.

#4910 Planning

FICA
Food & Provisions

10-4910-4910-181-000
10-4910-4910-220-000

400
(400)

Justification For Request: To correct shortfall in the FICA account.

#4910 Planning

Salaries
Postage
Printing
Advertising
Mileage Reimbursement

10-4910-4910-121-000
10-4910-4910-325-000
10-4910-4910-341-000
10-4910-4910-370-000
10-4910-4910-311-000

4,600
(2,000)
(1,000)
(1,000)
(600)

Justification For Request: To cover cost of an intern to assist with scanning of documents and other projects in Planning.

#4911 Code Enforcement

Office Supplies/Materials
Postage Expenditure

10-4910-4911-260-000
10-4910-4911-325-000

500
(500)

Justification For Request: To correct shortfall in the Office Supply account.

#4911 Code Enforcement

Equipment/Furniture
Postage
Photographic Supplies
Printing

10-4910-4911-530-000
10-4910-4911-325-000
10-4910-4911-294-000
10-4910-4911-341-000

1,000
(500)
(150)
(350)

Justification For Request: Mobile Units needed for Land Use Officers to use while out in the field to help make their jobs more accessible.

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#4920 EDC Office Supplies Janitorial Supplies	10-4920-4920-260-000 10-4920-4920-211-000		(100) 100
Justification For Request: To fund Janitorial Supplies account.			
#4921 Travel & Tourism Special Programs/Business Development Special Programs/Hotel Study	22-4921-298-000 22-4921-298-000	17165-0001 17224-0001	(22,000) 22,000
Justification For Request: This project was initially labeled incorrectly as Business Development. It has been changed to Hotel Study for better tracking purposes.			
#4921 Travel & Tourism Special Programs Employee Development	22-4921-298-000 22-4921-395-000	17165-0001	(10,000) 10,000
Justification For Request: To cover increased opportunities and participation in training events.			
#4921 Travel & Tourism Board Member Expense Misc Expenditures	22-4921-170-000 22-4921-499-000		(226) 226
Justification For Request: To cover framing expenses associated with two items that were received from Community Partner events showing T&T's involvement in the Gaston County community.			
#4921 Travel & Tourism Printing Professional Services	22-4921-341-000 22-4921-199-000		(24,150) 24,150
Justification For Request: To cover contract cost for the design, development testing, and launching of a mobile app for the Apple iPhone and Android Smartphones for the purpose of customer engagement.			
#4950 NC Cooperative Extension Advertising Printing	10-4950-4950-370-000 10-4950-4950-341-000		300 (300)
Justification For Request: Cooperative Extension has started using Facebook advertising in order to share upcoming workshops with the public. In some cases we will use this form of marketing rather than printing and distributing the flyers.			
#4960 Natural Resources Dues & Subscriptions Other Advertising/Promotions	10-4960-491-000 10-4960-373-000		(100) 100
Justification For Request: Funds to support the NC Foundation for Soil and Water Conservation.			