



Gaston County

Gaston County
Board of Commissioners
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County Manager

Board Action

File #: 17-273

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

STAFF CONTACT

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

BACKGROUND

The BOC is requested to accept the attached Budget Change Requests as information.

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	Warley	Vote
2017-186	08/22/2017	RW	TK	A	AB	A	A	A	AB	A	U

DISTRIBUTION:

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A=AYE, N=NAY, AB=ABSENT, ABS=ABSTAIN, U=UNANIMOUS

**COUNTY MANAGER – LISTING OF DEPARTMENTAL BUDGET CHANGE REQUESTS
TO BE ACCEPTED AS INFORMATION AT THE AUGUST 22, 2017 BOARD MEETING**

<u>Department</u>	<u>Account Number</u>	<u>Project #</u>	<u>Amount</u>
#4380 ACE			
Salaries	10-4380-121-000		(6,000)
Salaries - Overtime	10-4380-122-000		6,000
Justification For Request: To cover level of staffing for daily tasks and special events to increase adoptions. Division has lapsed salary funds from open positions to cover this request.			
#4380 ACE			
Salaries	10-4380-121-000		(617)
Longevity Pay	10-4380-127-000		617
Justification For Request: To cover longevity pay for FY17.			
#4520 DHHS - Social Services			
Computer Supplies	10-4520-4520-291-000		(500)
Dues & Subscriptions	10-4520-4521-491-000		500
Justification For Request: To cover the cost of transporter CDL licenses.			
#4520 DHHS - Social Services			
ACCESS Salaries	10-4520-4521-121-000		(5,000)
ACCESS Overtime	10-4520-4521-122-000		5,000
Repairs & Maintenance: Bldgs	10-4520-4521-351-000		(2,000)
Repairs & Maintenance: Vehicles	10-4520-4521-353-000		2,000
Justification For Request: To cover overtime and vehicle maintenance for the remainder of FY17.			
#4720 Public Works - Solid Waste			
Temporary Help Services	60-4720-393-000		(45,000)
Rent of Equipment	60-4720-432-000		45,000
Justification For Request: Three months ago we had a compactor fire at the Landfill. These funds will be used to rent a compactor for daily operation until our replacement is delivered.			
#4720 Public Works - Solid Waste			
Salaries	60-4720-121-000		(60,000)
Salaries - Overtime	60-4720-122-000		60,000
Repairs & Maintenance: Buildings	60-4720-351-000		(9,398)
Salaries - Longevity Pay	60-4720-127-000		820
Unemployment Insurance	60-4720-184-000		5,940
Unemployment Insurance	60-4721-184-000		300
Lawn Maintenance	60-4720-354-000		2,338
Justification For Request: To cover the above listed accounts for the remainder of FY17.			
#4721 Public Works			
Professional Services: Other	60-4721-199-000		(750)
Postage	60-4721-326-000		500
Miscellaneous Expenditures	60-4721-499-000		250
Justification For Request: To cover costs associated with mailing oil samples from the generators and tool allowances for the remainder of FY17.			

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#4721 Public Works			
Motor Fuels & Lubricants	60-4721-251-000		(31,000)
Employee Development/Training	60-4721-395-000		(6,000)
Other Services	60-4721-399-000		16,000
Heat/Lights/Water/Nat Gas	60-4721-331-000		21,000
Justification For Request: To cover increased power consumption and fees from Rutherford Electric.			
#4910 Planning			
Books	10-4910-4910-293-000		(110)
Miscellaneous Expenditures	10-4910-4910-499-000		110
Justification For Request: To cover the above account for the remainder of FY17.			
#4910 Planning			
Uniforms	10-4910-4911-212-000		(210)
Photographic Supplies	10-4910-4911-294-000		(200)
Salaries - Longevity Pay	10-4910-4911-127-000		410
Justification For Request: To cover the above accounts for the remainder of FY17.			
#4910 Planning			
Employee Development/Training	10-4910-4911-395-000		(160)
Unemployment Insurance	10-4910-4911-184-000		160
Justification For Request: To cover Unemployment Insurance for the remainder of the fiscal year.			
#4910 Planning			
Motor Fuels & Lubricants	10-4910-4911-251-000		(2,370)
Employee Development/Training	10-4910-4910-395-000		1,080
Salaries - Longevity Pay	10-4910-4910-127-000		1,290
Justification For Request: To cover the above accounts for the remainder of FY17.			
#4910 Planning			
Software Rental & License Fee	10-4910-4910-422-000		130
Resource Materials	10-4910-4910-292-000		(130)
Justification For Request: To cover Hewlett Packard rental period for May and June invoices.			
#4911 Code Enforcement			
Employee Development/Training	10-4910-4911-395-000		(1,200)
Equipment/Furniture	10-4910-4911-530-000		1,200
Justification For Request: Funds request for two sit-stand desktops with mats and two HP carrying bags for Land Use Officers.			
#4920 EDC			
Office Supplies	10-4920-4920-260-000		(375)
Salaries - Longevity	10-4920-4920-127-000		375
Justification For Request: To cover Longevity for the remainder of the fiscal year.			
#4920 EDC			
Printing	10-4920-4920-341-000		(3,000)
Professional Services	10-4920-4920-199-000		3,000
Justification For Request: Funds needed to cover costs for Alfred Benesch & Co to perform site analysis maps, site plan rendered, and order of magnitude cost estimates for Cherryville Business Park.			

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#4920 EDC			
Other Services	10-4920-4920-399-000		(6,125)
Equipment/Furniture: \$5,000	10-4920-4920-510-000		6,125
Justification For Request: Funds needed to cover cost of smartboard for EDC conference room.			
#4920 EDC			
Printing	10-4920-4920-341-000		(1,000)
Mileage Reimbursement	10-4920-4920-311-000		1,000
Justification For Request: To cover mileage reimbursement for the remainder of FY17.			
#4921 Travel & Tourism			
Special Programs	22-4921-298-000	17165-0001	(4,920)
Special Programs	22-4921-298-000	17224-0001	(1,942)
Special Programs	22-4921-298-000	17245-0001	6,862
Justification For Request: To cover the remainder of the Bike Share Program contract.			
#4921 Travel & Tourism			
Salaries	22-4921-121-000		(23,000)
Marketing	22-4921-371-000		23,000
Justification For Request: To cover work completed in FY17 for marketing (Crappie USA, ITI Marketing, Carolina Publishing, Gaston Lifestyles).			
#4921 Travel & Tourism			
Promotional Items	22-4921-372-000		(250)
Employee Development	22-4921-395-000		250
Justification For Request: To cover SportsNC quarterly meeting day trip to Wilmington, NC.			
#4950 Cooperative Extension			
Telephone Service	10-4950-4950-321-000		1,500
Advertising	10-4950-4950-370-000		200
Printing	10-4950-4950-341-000		(1,700)
SHIIP Grant	10-4950-4950-298-000	17239-0001	(1,600)
Extension Employee Salaries & Benefits	10-4950-4950-195-000		1,600
Justification For Request: To cover telephone service and advertising for the remainder of the fiscal year, and to move funds the Extension's SHIIP Grant to cover a portion of Jim Burke's salary to conduct the SHIIP (Seniors Health Insurance Information Program).			
#4950 Cooperative Extension			
Food & Provisions	10-4950-4950-220-000		206
Project: Food/Supplies	10-4950-4950-298-000	15226-0001	(206)
Justification For Request: To cover the above account for the remainder of the fiscal year.			
#4950 Cooperative Extension			
Salaries - Longevity Pay	10-4950-4950-127-000		107
Unemployment Insurance	10-4950-4950-184-000		21
Extension Employee Salaries & Benefits	10-4950-4950-195-000		(128)
Justification For Request: To cover longevity and unemployment insurance for the remainder of FY17.			

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#4960 Natural Resources			
Dues & Subscriptions	10-4960-491-000		(600)
Unemployment Insurance	10-4960-184-000		600
Justification For Request: To cover unemployment insurance for the remainder of FY17.			
#4960 Natural Resources			
Dues & Subscriptions	10-4960-491-000		(2,200)
Salaries - Longevity Pay	10-4960-127-000		2,200
Justification For Request: To cover longevity for the remainder of FY17.			
#4960 Natural Resources			
Dues & Subscriptions	10-4960-491-000		(1,000)
Telephone Service	10-4960-321-000		300
Mobile Telephone	10-4960-321-010		700
Justification For Request: To cover new employee monthly phone expenses and to cover funds for the remainder of the fiscal year.			
#5100 DHHS - Public Health			
Salaries	11-5100-5112-5115-121-000		(10,000)
Retirement	11-5100-5112-5115-182-000		(2,500)
Salaries	11-5100-5110-121-000		10,000
Retirement	11-5100-5110-182-000		2,500
Retirement	11-5100-5111-182-000		(2,500)
Salaries	11-5100-5111-121-000		2,500
Salaries	11-5100-5112-5131-121-000		(2,000)
Salaries	11-5100-5112-5134-121-000		3,500
Salaries	11-5100-5113-5121-121-000		(20,000)
Retirement	11-5100-5113-5121-182-000		(2,000)
Salaries	11-5100-5113-5120-121-000		20,000
Retirement	11-5100-5113-5120-182-000		2,000
Salaries	11-5100-5114-5125-121-000		(4,500)
Salaries	11-5100-5114-5126-121-000		2,000
Salaries	11-5100-5114-5128-121-000		2,500
FICA	11-5100-5117-181-000		(300)
Retirement	11-5100-5117-182-000		(1,200)
Salaries	11-5100-5117-121-000		1,500
Salaries	11-5100-5130-121-000		(140,000)
FICA	11-5100-5130-181-000		(5,200)
Salaries	11-5100-5150-5151-121-000		140,000
FICA	11-5100-5150-5151-181-000		5,200
Retirement	11-5100-5112-5131-182-000		(1,500)
Retirement	11-5100-5112-5119-182-000		(600)
FICA	11-5100-5112-5134-181-000		300
Retirement	11-5100-5112-5134-182-000		300
Justification For Request: To cover adjustments in position changes within the department during the fiscal year.			

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#5100 DHHS - Public Health			
Retirement	11-5100-5112-5115-182-000		(300)
Unemployment Insurance	11-5100-5112-5115-184-000		300
Retirement	11-5100-5112-5119-182-000		(125)
Unemployment Insurance	11-5100-5112-5119-184-000		125
FICA	11-5100-5112-5131-181-000		(225)
Unemployment Insurance	11-5100-5112-5131-184-000		225
FICA	11-5100-5112-5115-181-000		(125)
Unemployment Insurance	11-5100-5112-5134-184-000		125
Retirement	11-5100-5113-5122-182-000		(375)
Unemployment Insurance	11-5100-5113-5120-184-000		375
FICA	11-5100-5113-5123-181-000		(75)
Unemployment Insurance	11-5100-5113-5123-184-000		75
Retirement	11-5100-5114-5125-182-000		(125)
Unemployment Insurance	11-5100-5114-5125-184-000		125
Retirement	11-5100-5114-5126-182-000		(425)
Unemployment Insurance	11-5100-5114-5126-184-000		425
FICA	11-5100-5117-181-000		(300)
Unemployment Insurance	11-5100-5117-184-000		300
Retirement	11-5100-5140-5141-182-000		(2,400)
Unemployment Insurance	11-5100-5140-5141-184-000		2,400
Justification For Request: To cover the above listed accounts for the remainder of the FY.			
#5100 DHHS - Public Health			
Program Supplies	11-5100-5113-5122-237-000		(750)
Employee Development/Training	11-5100-5113-5122-395-000		750
Professional Services - Other	11-5100-5113-5120-199-000		(1,000)
Employee Development/Training	11-5100-5113-5120-395-000		1,000
Justification For Request: Funds needed for Clinical Administration and TB Program Training as expenses have exceeded original budgetary projections.			
#5100 DHHS - Public Health			
Salaries	11-5100-5113-5120-121-000		(39)
Salaries - Overtime	11-5100-5113-5120-122-000		39
Salaries	11-5100-5113-5121-121-000		(5)
Salaries - Overtime	11-5100-5113-5121-122-000		5
Justification For Request: To reconcile overtime accounts before for the remainder of FY17.			
#5100 DHHS - Public Health			
Program Supplies	11-5100-5150-5151-237-000		(2,600)
Repairs/Maintenance of Equipment	11-5100-5150-5151-352-000		2,600
Justification For Request: Funds needed for the Preventative Maintenance expense of the Maternity Clinic Ultrasound machine.			
#5100 DHHS - Public Health			
Program Supplies	11-5100-5150-5151-237-000		(3,000)
Printing	11-5100-5150-5151-341-000		3,000
Justification For Request: To reconcile Printing for the Maternity Program for the remainder of the FY.			

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#5300 DHHS - Social Services			
Energy Asst Admin	20-5300-5310-399-000	17077-0001	(15,000)
Temporary Help Services	20-5300-5310-393-000		15,000
Justification For Request: To cover Temporary Help Services for the remainder of the FY due to increased caseload in foster care and child welfare.			
#5300 DHHS - Social Services			
Medical Care/Drugs	20-5300-5581-475-000	17088-0001	(1,000)
CPS Photo	20-5300-5581-475-000	17090-0001	(1,000)
Client Needs Not Met in Other Acct	20-5300-5581-475-000	17091-0001	2,000
Justification For Request: To cover client needs such as portable cribs, meals, bus tickets, etc. for the remainder of the FY.			
#5300/5400 DHHS - Social Services			
Repairs & Maintenance: Equipment	20-5300-5310-352-000		(700)
Communication Equipment	20-5300-5310-356-000		700
Maintenance	20-5400-5383-498-001		(10,000)
FNS EBT/Call Center	20-5400-5421-475-000		10,000
Special Assistance to Adults			
Justification For Request: To cover Communication Equipment Maintenance for the remainder of the fiscal year. Also, Special Assistance to Adults is underfunded after the General Assembly passed changes after our budget passed. This transfer covers the remainder of the FY.			
#5300/5400 DHHS - Social Services			
Buildings, Structures, & Improvements	20-5300-5310-580-000		(10,000)
FNS EBT/Call Center Costs	20-5400-5383-498-001		(11,500)
Special Assistance - Public Assistance	20-5400-5421-475-000		21,500
Justification For Request: To cover shortfall after General Assembly passed increases after our budget passed.			
#5300/5582 DHHS - Social Services			
Education Materials/Supplies	20-5300-5310-231-000		(150)
Other Medical Supplies	20-5300-5310-239-000		150
Miscellaneous Expenditures	20-5300-5310-499-000	17079-0001	(250)
Miscellaneous Expenditures	20-5300-5310-499-000		250
Janitorial Supplies	20-5582-211-000		(2,000)
Office Supplies	20-5582-260-000		2,000
Justification For Request: To cover expenses related to medical supplies for agency medical kits, parking cones, and office supplies for The Shelter.			
#5300/5585 DHHS - Social Services			
Salaries	20-5300-5585-121-000		(75)
Unemployment Insurance	20-5300-5585-184-000		75
Professional Services	20-5300-5585-199-000		(24,500)
Equipment/Furniture \$250-\$4,999	20-5300-5585-530-000		24,500
Buildings, Structures	20-5300-5585-580-000		(9,500)
Program Supplies	20-5300-5585-237-000		9,500
Printing	20-5300-5585-341-000		(3,000)
Office Supplies	20-5300-5585-260-000		3,000
Justification For Request: To cover the above listed accounts for the Child Advocacy Center for the remainder of the fiscal year. The expenses are covered by the GCC Grant, no county funds are involved.			

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#5300/5600 DHHS - Social Services			
Overtime	20-5300-5310-122-000		(5,000)
Unemployment Insurance	20-5300-5310-184-000		5,000
In-Home Salaries	20-5600-5623-121-000		(120)
Unemployment Insurance	20-5600-5623-184-000		120
East Gaston Adult Day Care FICA	20-5600-5650-181-000		(80)
East Gaston Unemployment Insurance	20-5600-5650-184-000		80
East Gaston ADC Retirement	20-5600-5650-182-000		(500)
East Gaston ADC Salaries	20-5600-5650-121-000		500
Justification For Request: To cover the above listed accounts for the remainder of the fiscal year.			
#5600/5582 DHHS - Social Services			
Professional Services: Other	20-5600-5623-199-000		(3,500)
EGADC Transportation of Clients	20-5600-5650-315-000		3,500
Shelter Janitorial Supplies	20-5582-211-000		(2,000)
Shelter Program Supplies	20-5582-237-000		2,000
Justification For Request: The transportation costs for the East Gaston Adult Day Care has increased dramatically this fiscal year due to adding clients that live further from the facility. This has increased the cost per trip due to more mileage. We are requesting to transfer funds from other Adult Day Care account to cover this. Also, the Shelter is in need for some rolling carts for the residents.			
#5600 DHHS - Social Services			
Salaries	20-5600-5660-121-000		(176)
Unemployment Insurance	20-5600-5660-184-000		176
Justification For Request: To cover unemployment insurance for the remainder of FY17.			
#5820 Veterans Services			
Postage	10-5820-325-000		(105)
Salaries - Longevity Pay	10-5820-127-000		105
Postage	10-5820-325-000		(150)
Unemployment Insurance	10-5820-184-000		150
Postage	10-5820-325-000		(300)
Office Supplies/Materials	10-5820-260-000		300
Justification For Request: To cover the above listed accounts for the remainder of FY17.			
#6110 Library			
Software Rental & License Fee	10-6110-6112-422-000		(3,050)
Telephone Service	10-6110-6113-321-000		3,050
Justification For Request: To cover telephone service for the remainder of FY17.			
#6110 Library			
Salaries - Longevity	10-6110-6110-127-000		(831)
Salaries - Longevity	10-6110-6112-127-000		831
Justification For Request: To cover longevity for the remainder of the fiscal year.			
#6110 Library			
Software Rental & License Fee	10-6110-6112-422-000		(280)
Other Communications	10-6110-6113-329-000		280
Justification For Request: To cover the remainder of the fiscal year.			

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#6110 Library			
Software Rental & License Fee	10-6110-6112-422-000		(109)
Mobile Telephone Usage	10-6110-6110-321-010		109
Unemployment Insurance	10-6110-6112-184-000		(684)
Unemployment Insurance	10-6110-6110-184-000		684
Justification For Request: To cover the above listed accounts for the remainder of the fiscal year.			
#6110 Library			
Program Supplies	10-6110-6110-237-000		(500)
Repairs & Maintenance: Equipment	10-6110-6110-352-000		(2,000)
Office Supplies/Materials	10-6110-6110-260-000		2,500
Justification For Request: IT to order two desktop scanners to be used for the purpose of Munis for Administrative Assistant and Accounting Tech.			
#6110 Library			
Software Rental & License Fee	10-6110-6112-422-000		(800)
Other Communications	10-6110-6113-329-000		800
Justification For Request: To cover internet costs to branch libraries for the remainder of the fiscal year.			
#6110 Library			
Software Rental & License Fee	10-6110-6112-422-000		(776)
Printing	10-6110-6110-341-000		776
Justification For Request: To cover printing for the remainder of FY17.			
#6120 Parks & Recreation			
Recreation Programming	10-6120-298-000	17052-0001	(90)
Advertising	10-6120-370-000		90
Justification For Request: To cover advertising for the remainder of the fiscal year.			
#6120 Parks & Recreation			
Salaries	10-6120-121-000		(250)
Longevity	10-6120-127-000		250
Salaries	10-6120-121-000		(300)
Unemployment Insurance	10-6120-184-000		300
Justification For Request: To cover longevity and unemployment insurance for the remainder of FY17.			
#6120 Parks & Recreation			
Mobile Telephone Usage	10-6120-321-010		(300)
Telephone Service	10-6120-321-000		300
Justification For Request: To cover telephone service for the remainder of the fiscal year.			
#6141 Museum			
Professional Services	10-6141-199-000		1,460
Other Services	10-6141-399-000		(1,460)
Justification For Request: Additional funds are needed to fund consultant's contract to create a master/long range plan with implementation plan to support the Museum's strategic plan in preparation for re-accreditation.			