

KEN BURKE


CLERK OF THE CIRCUIT COURT -PINELLAS COUNTY, FLORIDA

FINANCE DIVISION

Clerk of the County Court
Recorder of Deeds
Clerk and Accountant of the Board of County Commissioners
Custodian of County Funds
County Auditor
Clerk of the Water and Navigation Control Authority

14 S. Ft. Harrison Ave., 3rd Floor
Clearwater, FL 33756
P.O. Box 2438
Clearwater, FL 33757
Telephone: (727) 464-8300
FAX: (727) 464-8370

TO: Honorable Chairman and
Members of the Board of County Commissioners

FROM:  Claretha N. Harris, Chief Deputy Director
Finance Division

SUBJECT: Report of Expenditures Incurred under Incentives Awards and
Recruitment Ordinance for the Quarters Ended September 30, 2015

DATE: March 28, 2016

Please find attached the quarterly reports as required by Ordinance #07-26, Expenditures of Funds for Incentives, Awards and Recruitment. The individual reports of expenditures filed by each department are also included for your reference.

The expenditures included in this report were for incentives and awards, promotional items, recruitment expenses and meals for purposes as authorized in the Ordinance. All expenditures were preauthorized by the County Administrator's office unless the expenditure was previously approved as a continuing annual expenditure by the Board in accordance with approved policy, subject to availability of funds.

If you have any questions regarding the report, please call me at ext. 48300.

PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS
Report of Expenses Incurred Under Incentives, Awards, and Recruitment Ordinance
For the Quarter Ended September 30, 2015

Department	Category of Expense	Source of Funding	Description of Expenditure	Amount
Airport	Food and refreshments for County Sponsored event	Airport Revenue	Jannus & Honor Flights	38.60
Airport	Awards	Airport Revenue	Excellence in Airport Marketing & Communications	1,373.75
BTS	Appliances for common area	General Revenue	Refrigerator	784.92
Court Admin	Awards	General Revenue	Employee Service Awards	129.35
Economic Development	Food and refreshments for County Sponsored event	General Revenue	ED Meeting	200.90
Health & Community Services	Food and refreshments for County Sponsored event	General Revenue	Fair Housing & Assistance Workshop, Mobile Medical Unit Advisory Meeting	469.79
Health & Community Services	Awards	General Revenue	Veterans Services	1,976.90
Human Resources	Awards	General Revenue	Service Awards	7,016.77
OMB	Awards	General Revenue	Employee Service Awards	47,528.90
OMB	Food and refreshments for County Sponsored event	General Revenue	BCC Strategic Planning meeting	715.55
PCR	Food and refreshments for County Sponsored event	General Revenue	Volunteer Appreciation, 4H Volunteer Recognition	835.35
Purchasing	Food and refreshments for County Sponsored event	General Revenue	Pre-Qual meeting 10/1/15	17.73
SES- EMS	Appliances for common area	911 General Revenue	Appliances for break room	25.89
SES- EMS	Awards	EMS Ambulance Revenue	EFD/Fire Professional of the Year	236.85
Solid Waste	Awards	Solid Waste Revenue	Plaque for retiring member of Technical Management Committee	99.00
Utilities	Appliances for common area	Sewer Revenue	Refrigerator	629.10
Utilities	Appliances for common area	Solid Waste Revenue	Refrigerator	106.02
Utilities	Appliances for common area	Water Revenue	Refrigerator	147.25
Utilities	Appliances for common area	Sewer Revenue	Refrigerator	335.73

62,668.35

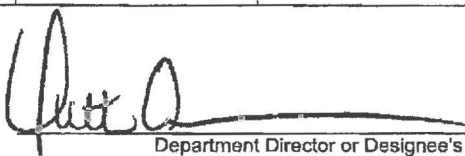
PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS
FOOD, BEVERAGE, RECRUITMENT, & AWARDS RELATED EXPENSES POLICY

Quarterly Report

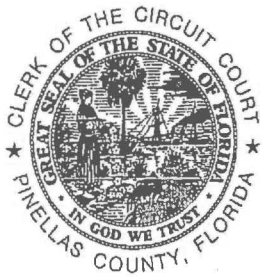
Quarter ended: ^{Sept} ~~June~~ 30, 2015

Department: AIRPORT

Date	Resolution # or CATS #	Category of Expenditure	Description of Expenditure	Source of Funding	Fund #	Center Number	Amount Travel Incentives / Awards 5400020	Other Incentives / Awards 5496001	Total Expenses
06/26/15	05-236	Incentives & Awards	MROUGH Image Depot polo shirts	Airport	4000501	6310 421015	\$ 1,213.75	\$ 1,213.75	\$ -
									\$ -
08/27/15	05-236	Incentives & Awards	MROUGH ACI-NA Market & Commun Awards	Airport	4000501	6310 421015	\$ 160.00	\$ 160.00	\$ -
09/09/15	05-236	Incentives & Awards	MROUGH Publix - Jannus & Honor Flights	Airport	4000501	6310 421015	\$ 38.60	\$ 38.60	\$ -
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TOTALS:							\$ -	\$ 1,412.35	\$ 1,412.35

Submitted By: 
Department Director or Designee's Signature

Date: 12-10-15



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TO: Honorable Chairman and
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FROM:  Claretha N. Harris, Chief Deputy Director
Finance Division

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Recruitment Ordinance for the Quarters Ended September 30, 2015

DATE: March 28, 2016

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PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS

FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY

Quarterly Report

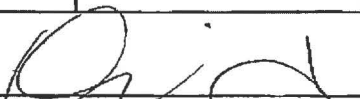
Quarter ended

September 30, 2015

Department:

Court Admin - Fiscal

Date	Resolution CATS #	Category of Expenditure	Description of Expenditure	Source of Funding	Fund Number	Center Number	Amount Travel 5400020	Amount Incentives & Awards 5490060	Total Expenses
08/11/15	05-03	Awards	Employee Service Awards	General	0001	601110		2.78	2.78
07/29/15	05-03	Awards	Employee Service Awards	General	0001	601110		126.57	126.57
Total							0.00	129.35	129.35

Submitted By: 
 Department Director or Designee's Signature

Date: 9-30-15

PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS

FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY

Quarterly Report

Quarter ended

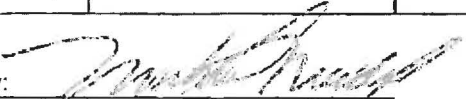
September 30, 2015

Department:

Economic Development

Date	Resolution CATS #	Category of Expenditure	Description of Expenditure	Source of Funding	Fund Number	Center Number	Amount Travel 5400020	Amount Incentives & Awards 5490060	Total Expenses
07/16/15	00-183	ED Council Meeting	Refreshments for ED Meeting	General revenue	0001	261140		200.90	200.90
Total							0.00	200.90	200.90

RECEIVED
 2015 SEP 29 PM 4:07
 ACCOUNTS PAYABLE

Submitted By: 
 Department Director or Designee's Signature

Date: 7-Aug-15

PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS

FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY

Quarterly Report

Quarter ended September 30, 2015

Department: Human Services

Date	Resolution CATS #	Category of Expenditure	Description of Expenditure	Source of Funding	Fund Number	Center Number	Amount Travel 5400020	Amount Incentives & Awards 5490060	Total Expenses
07/28/15	47328	IV: A a / IV: L	Mobile Medical Unit Advisory Council Meeting: Food, Beverages, plates, napkins, cups	General Fund	0001	301210		5490060	79.44
08/05/15	47427	IV: G	Veterans Services Promotional Items	General Fund	0001	301810		5490060	1,976.90
08/12/15	47447	IV: A a	Family Housing & Assistance Program Family Workshop: Food	General Fund	0001	301436		5490060	256.45 *
08/12/15	47447	IV: A a	Family Housing & Assistance Program Family Workshop: Beverages	General Fund	0001	301436		5490060	19.90
08/13/15	47447	IV: A a	Family Housing & Assistance Program Family Workshop: Food	General Fund	0001	301436		5490060	114.00 *
Total							0.00		2,446.69

Submitted By: *Cheryl R. Smith*
 Department Director or Designee's Signature

Date: 10/21/15

Prepared by: Katherine Baird Adams, Acct II
KBA 10/21/15

** Per Pinzi Sorrell - TO BE RECLASSIFIED*

PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS

FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY

Quarterly Report

Quarter ended September 30, 2015

Department: Human Resources - Vol Svc/Empl Comm

Date	Resolution CATS #	Category of Expenditure	Description of Expenditure	Source of Funding	Fund Number	Center Number	Amount Travel 5490060	Amount Incentives & Awards 5490060	Total Expenses
09/17/15	NA	IV.A.a. Food and beverages for county sponsored event	Benefits/Wellness Town Hall Meeting Expense	General Revenue	0001	662110	0.00	1,852.46	1,852.46
08/12/15		IV.G	lip balm & sanitizer wipes given to volunteers at cleanup events	General Revenue	0001	661110		1,425.62	1,425.62
09/11/15		IV.A.a. Food and beverages for county sponsored event	Supplies for BenefitsU/vendor tables	General Revenue	0001	661110		67.76	67.76
08/25/15		IV.G	Jiffy Reprographics/volunteer display for FBG Event	General Revenue	0001	661110		216.14	216.14
08/05/15		IV.A.a. Food and beverages for county sponsored event	Supplies/decorations for Art Show	General Revenue	0001	661110		56.81	56.81
06/10/15		IV.A.a. Food and beverages for county sponsored event	Jo-Ann Fabric/Decorations for Art Show	General Revenue	0001	661110		99.96	99.96
06/26/15		IV.A.a. Food and beverages for county sponsored event	food/Art Show event	General Revenue	0001	661110		67.98	67.98
08/05/15		IV.E	Trophy/Peggy Rowe appreciation	General Revenue	0001	661110		115.80	115.80
8/16 & 9/24		IV.G	shirts/given to new volunteers	General Revenue	0001	661110		3,033.72	3,033.72
05/31/15	00-58	IV.E	awards/volunteer svc milestone shipping	General Revenue	0001	661110		80.52	80.52
Total							0.00	7,016.77	7,016.77

Submitted By: Gene Fusconi
 Department Director or Designee's Signature

Date: 2/26/16

PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS


FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY

Quarterly Report

Quarter ended September 30, 2015

Department: General Govt (processed by OMB)

Date	Resolution CATS #	Category of Expenditure	Description of Expenditure	Source of Funding	Fund Number	Center Number	Amount Travel 5490060	Amount Incentives & Awards 5490060	Total Expenses
07/09/15		IV. A. b.	BCC Strategic Planning Mtg @ Heritage Village	General Fund	0001	114300		715.55	715.55
07/24/15	00-58	IV. E.	Employee Service Award Program	General Fund	0001	114300		7,615.90	7,615.90
8/1/2015*		IV. E.	PIN550 Svc Awds for March 2015	General Fund	0001	114300		7,497.81	7,497.81
8/1/2015*		IV. E.	PIN550 Svc Awds for January 2015	General Fund	0001	114300		13,531.61	13,531.61
8/1/2015**		IV. E.	PIN550 Svc Awds for April 2015	General Fund	0001	114300		10,008.96	10,008.96
8/1/2015***		IV. E.	Employee Service Award Program	General Fund	0001	114300		4,692.80	4,692.80
08/27/15		IV. E.	Employee Service Award Program	General Fund	0001	114300		10,865.47	10,865.47
08/27/15		IV. E.	Employee Service Award Program	General Fund	0001	114300		8,545.55	8,545.55
09/30/15		IV. E.	Employee Service Award Program	General Fund	0001	114300		8,004.99	8,004.99
09/30/15		IV. E.	Employee Service Award Program	General Fund	0001	114300		12,496.99	12,496.99
* This item was reclassified from HR Center 661110, and was included on the HR 3rd Quarter Incentives & Awards Report									
** This item was reclassified from HR Center 661110, and was included on the HR 3rd Qtr report, but shows as \$10665.21									
*** This item was reclassified from HR Center 661110, and should have been included on the HR 1st Qtr report									
Total							0.00	83,975.63	83,975.63

Submitted By: 
BILL BERGER - Director (or Designee's Signature)

Date: November 20, 2015

* Items were included on previous report by Human Resources

7,497.81
13,531.61
10,008.96
4,692.80
<u>35,731.18</u>

Total on report 83,975.63

Previously reported by Human Resources (35,731.18)

Adjusted quarterly total 48,244.45

PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS

FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY

Quarterly Report

Quarter ended Sept 30, 2015

Department: Purchasing

Date	Resolution CATS #	Category of Expenditure	Description of Expenditure	Source of Funding	Fund Number	Center Number	Amount Travel 5400020	Amount Incentives & Awards 5490060	Total Expenses
08/05/15	00-76	IV.A.a	Publix - Pastries for Pre-Qualification Comm	General Fund	0001	351110		10.75	10.75
09/30/15	00-76	IV.A.a	Publix - Pastries for Pre-Qualification Comm		0001	351110		6.98	6.98
Total							0.00	17.73	17.73

Submitted By: Joe Laine 11/25/15
 Department Director or Designee's Signature

Date: 24-Nov-15

PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS
 FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY
 Quarterly Report

Quarter ended September 30, 2015

Department: Safety and Emergency Services

Effective Date	Resolution CATS #	Category of Expenditure	Description of Expenditure	Source of Funding	Fund Number	Center Number	Amount Travel 5400020	Amount Incentives & Awards 5490060	Total Expenses
07/15/15	01-214	J. Refrigerators, coffee-makers, etc.	Toaster for 911 Comm Center	911 Gen Funds	0001	342110	0.00	25.89	25.89
08/27/15	01-214	E. Frames, plaques, certificates, etc.	EFD/Fire Professional of the Year	EMS Amb	1006	344110	0.00	236.85	236.85
Total							0.00	262.74	262.74

Prepared By: Gina Hostetler
 Gina Hostetler, Administrative Support Specialist

Date: 10/27/15

Reviewed By: Karen Cervone-Nitz
 Karen Cervone-Nitz, Senior Accountant, SES

Date: 10-27-15

Approved By: Jodie Sechler
 Jodie Sechler, Director, Ambulance Billing & Financial Svcs Division

Date: 10-28-15

PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS

FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY

Quarterly Report

Quarter ended

September 30 2015

Department:

Solid Waste

Date	Resolution CATS #	Category of Expenditure	Description of Expenditure	Source of Funding	Fund Number	Center Number	Amount Travel	Amount Incentives & Awards 5490060	Total Expenses
09/22/15	48207	Award	Recognition Plaque Michael Connors	Solid Waste Rev & Op. Landfill	4021	432923		99.00	99.00
Total							0.00	99.00	99.00

Submitted By: Kevin O'Connell
 Department Director or Designee's Signature

Date: 12/10/15

* Member of Technical Mgmt Committee from City of St. Petersburg who was retiring.

PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS

FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY

Quarterly Report

Quarter ended September 30, 2015

Department: Utilities (processed by OM3)

Date	Resolution CATS #	Category of Expenditure	Description of Expenditure	Source of Funding	Fund Number	Center Number	Amount Travel 5490060	Amount Incentives & Awards 5490080	Total Expenses
07/17/15	03-85	IV. J.	South Cross Water Reclamation Facility - Refrigerator	Sewer R&R Fund	4052	431470		629.10	629.10
09/24/15	48282	IV. J.	Utilities Lab - Break Room Refrigerator	Solid Waste R&O Fund	4021	431340		106.02	106.02
09/24/15	48282	IV. J.	Utilities Lab - Break Room Refrigerator	Water R&O Fund	4031	431340		147.25	147.25
09/24/15	48282	IV. J.	Utilities Lab - Break Room Refrigerator	Sewer R&O Fund	4051	431340		335.73	335.73
Total							0.00	1,218.10	1,218.10

Submitted By: 
BILL BERGER - Director (or Designee's Signature)

Date: December 9, 2015