

KEN BURKE, CPA

CLERK OF THE CIRCUIT COURT AND COMPTROLLER
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

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 Chair Scott and
Members of the Board of County Commissioners

FROM: Jeanette L. Staveley, CPA, CGFO, Chief Deputy Finance Director,
Finance Division *Jeanette L. Staveley*

SUBJECT: Report of Expenditures Incurred under the Incentives, Awards and
Recruitment Ordinance, Fiscal Year 2024 Quarter 4

DATE: June 12, 2025

Attached, please find the quarterly Report of Expenditures Incurred under the Incentives, Awards and Recruitment Ordinance #07-26. Individual reports filed by the departments are also included for your reference.

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

If you have any questions regarding the report, please feel free to contact me at (727) 464-8300 or jstaveley@mypinellasclerk.gov.

CC. Daniel Coughenour, CPA, Senior Manager of Accounts Payable

Report of Expenses Incurred Under Incentives, Awards, and Recruitment Ordinance
For the Quarter Ended September 30, 2024

Department	Category of Expense	Source of Funding	Description of Expenditure	Line Amount	Department Total
Airport	Food and refreshments for County Sponsored event	Airport Revenue	Food & Refreshments for Tenant+Manager Meetings, Tampa Bay Conierge Event, Chamber	\$ 4,427.78	\$ 4,427.78
Communications	Commemorative items promoting County programs	General Fund	Comm. Challenge Coins, Keys to the County, Tote bags for staff events,	\$ 3,709.19	\$ 4,662.78
Communications	Food and refreshments for County Sponsored event	General Fund	Food & Refreshments for Pinellas Citizen University, Coffee Urn	\$ 953.59	
Emergency Management	Food and Beverages for Hurricane Staff	General Fund	Food, Beverages & Snacks for EOC/CIC during Hurricane Activation	\$ 282,431.80	\$ 282,431.80
General Government	Awards	General Fund	Employee Service Award Program; Point Redemption	\$ 18,776.24	\$ 48,517.08
General Government	Food and refreshments for County Sponsored event	General Fund	Food & Refreshments for BCC/BIS sessions & BCC Mtgs	\$ 439.34	
General Government	Travel, meals & refreshments in connection with Recruitment	General Fund	Travel, Food & Refreshments for Assistant County Administrator Recruitment	\$ 725.00	
General Government	Employee Referral Bonus	General Fund	Employee Referral Bonus	\$ 28,576.50	
Human Resources	Food and refreshments for County Sponsored event	General Fund	Food & Refreshments for Volunteer Appreciation Event, Employee Appreciation Luncheon, HR Consortium Meeting, Unified Personnel Board Meeting	\$ 1,739.96	\$ 3,960.66
Human Resources	Awards	General Fund	Volunteer Service Award Certificates	\$ 49.05	
Human Resources	Food and refreshments for County Sponsored event	Benefits Fund	Food & Refreshments for the Wellness Champion Meeting	\$ 636.63	
Human Resources	Awards	Benefits Fund	Appreciation gift set for Wellness Champion Meeting	\$ 1,535.02	
OMB	Food and Beverages for Hurricane Staff	General Fund	Food & Beverages for PCR, Animal Svcs, & PW for Tropical Storm Debbie & Hurricane Helene	\$ 753.21	\$ 753.21
Parks	Food and refreshments for County Sponsored event	General Fund	Food & Refreshments for Parks & Conservation Resources Advisory Board	\$ 185.65	\$ 51.35
Parks	Appliances for Common Area	General Fund	Microwave & Refund of Microwave for Weedon Island Staff	\$ (134.30)	
Planning	Food & Refreshments for a County sponsored event	General Fund	Facility, Food & Beverages for the Historic Preservation Annual Summit	\$ 930.00	\$ 930.00
Public Works	Commemorative items promoting County programs	Surface Water Utility Fund	Watershed Event Giveaways, Florida-Friendly Landscaping Incentives Program, Coaster Giveaway for Restoration Event	\$ 7,264.89	\$ 8,522.67
Public Works	Food and refreshments for County Sponsored event	Surface Water Utility Fund	Food & Refreshments for Volunteer Brunch	\$ 91.64	
Public Works	Food and refreshments for County Sponsored event	General Fund	Food & Beverages for employees during Tropical Storm Debby	\$ 1,166.14	
Safety and Emergency Services	Appliances for Common Area	General Fund	Coffee Maker for Kitchen area	\$ 109.99	\$ 109.99
Solid Waste	Appliances for Common Area	Solid Waste Revenue	Grill for departmental events	\$ 299.00	\$ 5,660.32
Solid Waste	Awards	Solid Waste Revenue	2 Safety Awards from the National Safety Council	\$ 369.12	
Solid Waste	Give Aways for Community Event	Solid Waste Revenue	Cutlery boxes & Lunch Box give aways for Reduce Your Use Tampa Bay Campaign	\$ 4,992.20	
Utilities	Food and refreshments for County Sponsored event	Water Revenue and Operating	Food & Refreshments for the Discover the Leader in Utilities graduation ceremony, Food & Refreshments for Employee Appreciation Picnic	\$ 521.78	\$ 956.75
Utilities	Food and refreshments for County Sponsored event	Sewer Revenue and Operating	Food & Refreshments for the Discover the Leader in Utilities graduation ceremony, Food & Refreshments for Employee Appreciation Picnic	\$ 280.97	
Utilities	Recognition or Awards	Water Revenue and Operating	Nameplates for DLIU Fearless Graduation gifts	\$ 90.86	
Utilities	Recognition or Awards	Sewer Revenue and Operating	Nameplates for DLIU Fearless Graduation gifts	\$ 63.14	
				\$ 360,984.39	\$ 360,984.39

Ledger Total	549,103.61
Fixed Assets	0.00
Travel	0.00
Clerk	-8,915.43
Previous Quarter	-179,203.79
Total	360,984.39

PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS

FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY

Quarterly Report

Quarter ended September 30, 2024

Department: AIRPORT

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
07/18/24	05-236	food & refreshments for county-sponsored events	SPRAGUE tenant/manager meeting May	Airport	4001	421011		205.87	205.87
07/30/24	05-236	food & refreshments for county-sponsored events	SPRAGUE tenant/manager meeting June	Airport	4001	421011		223.88	223.88
08/15/24	05-236	food & refreshments for county-sponsored events	SPRAGUE tenant/manager meeting July	Airport	4001	421011		292.39	292.39
09/16/24	05-236	food & refreshments for county-sponsored events	SPRAGUE tenant/manager meeting August, Tony Jannus meeting	Airport	4001	421011		865.25	865.25
09/30/24	05-236	food & refreshments for county-sponsored events	SPRAGUE tenant/manager meeting September	Airport	4001	421011		373.10	373.10
07/21/24	05-236	Incentives	ROUTH Tampa Bay Concierge event	Airport	4001	421015		28.52	28.52
08/15/24	05-236	food & refreshments for county-sponsored events	ROUTH Chamber BPW luncheon	Airport	4001	421015		30.00	30.00
09/11/24	05-236	incentives; food & refreshments for county-sponsored events	ROUTH STAR Customer Svc Appreciation & gift certificates; WIT & Honor Flight events; LTBB seminar	Airport	4001	421015		1,148.26	1148.26
09/30/24	05-236	incentives; food & refreshments for county-sponsored events	ROUTH STAR Customer Svc event	Airport	4001	421015		1,260.51	1260.51
Total							0.00	4,427.78	4,427.78

Submitted By: 
Department Director or Designee's Signature

Date: 5-6-2025

FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY

Department: Communications

Total								0.00	4,662.78	0.00
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Submitted By: Barbra Hernandez (Oct 23, 2024 11:39 EDT)

Department Director or Designee's Signature

Date: 20/10/21

PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS

FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY

Quarterly Report

Quarter ended September 30, 2024

Department: Emergency Management

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	
07/19/24	55488	Employee Celebrations	IEXP-701-CPERKINS103352-000046 EE Celebrations \$480 allowable from Adopted Budget. 7/19/24 Celebration Item: Cake	General Fund - EE Celebrations	0001	271110	5490070	29.99	29.99	*
07/17/24	55488	Employee Celebrations	IEXP-701-CPERKINS103352-000047 EE Celebrations \$480 allowable from Adopted Budget. 7/17/24 Celebration Item: Gift Cards Awards (3) \$25, \$25, \$50	General Fund - EE Celebrations	0001	271110	5490070	100.00	100.00	*
07/19/24	55488	Employee Celebrations	IEXP-701-CPERKINS103352-000047 EE Celebrations \$480 allowable from Adopted Budget. 7/19/24 Celebration Item: Pizza + GF Meal and Sodas	General Fund - EE Celebrations	0001	271110	5490070	222.92	222.92	*
08/03/24	55552	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000249 (8/3/24 Breakfast Purchase for EOC Hurricane Debby - Chik Fil A)	Disaster Project # 90017B1 1.1 - Hurricane Debby	0001	890001		512.15	512.15	
08/03/24	55552	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000249 (8/3/24 Bulk Snack Purchases for EOC/CIC Hurricane Debby - Sams Club) * NOTE: the Receipt is for \$278.26; Unsure if this was a tax issue; Not addressed	Disaster Project # 90017B1 1.1 - Hurricane Debby	0001	890001		278.19	278.19	
08/03/24	55552	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000249 (8/3/24 Breakfast Fruit and Multi Day Perishable Snack Items for EOC/CIC Hurricane Debby - Publix)	Disaster Project # 90017B1 1.1 - Hurricane Debby	0001	890001		261.30	261.30	
08/04/24	55552	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000252 (8/4/24 Lunch for EOC/CIC Hurricane Debby - Publix)	Disaster Project # 90017B1 1.1 - Hurricane Debby	0001	890001		451.78	451.78	
08/04/24	55552	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000252 (8/3/24 Dinner for EOC/CIC Hurricane Debby - Your Pizza)	Disaster Project # 90017B1 1.1 - Hurricane Debby	0001	890001		55.71	55.71	
08/04/24	55552	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000252 (8/5/24 Breakfast for EOC/CIC Hurricane Debby - Maple Street Biscuit Company)	Disaster Project # 90017B1 1.1 - Hurricane Debby	0001	890001		882.00	882.00	
08/04/24	55552	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000252 (8/4/24 Breakfast for EOC/CIC Hurricane Debby - Einstein Bagels)	Disaster Project # 90017B1 1.1 - Hurricane Debby	0001	890001		38.47	38.47	
08/04/24	55552	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000252 (8/4/24 Dinner for EOC/CIC Hurricane Debby - Olive Garden)	Disaster Project # 90017B1 1.1 - Hurricane Debby	0001	890001		1,581.38	1,581.38	
08/06/24	55552	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000252 (8/6/24 Dinner for EOC/CIC Hurricane Debby - Sonny's)	Disaster Project # 90017B1 1.1 - Hurricane Debby	0001	890001		999.49	999.49	
09/23/24	55680	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000256 (9/25/24 Breakfast for EOC/CIC Hurricane Helene - Friedas)	Disaster Project # 90018B1 1.1 - Hurricane Helene	0001	890001		936.25	936.25	

PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS

FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY


Quarterly Report

Quarter ended September 30, 2024

Department: Emergency Management

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
09/24/24	55680	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000256 (9/25/24 Breakfast for EOC/CIC Hurricane Helene - Friedas) - Tax Credit	Disaster Project # 90018B1 1.1 - Hurricane Helene	0001	890001		(61.25)	(61.25)
09/24/24	55680	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000256 (Fruit Snacks for EOC/CIC Hurricane Helene - Publix)	Disaster Project # 90018B1 1.1 - Hurricane Helene	0001	890001		62.88	62.88
09/24/24	55680	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000256 (9/24/24 Dinner for EOC/CIC Hurricane Helene - Beach Pizza)	Disaster Project # 90018B1 1.1 - Hurricane Helene	0001	890001		408.18	408.18
09/24/24	55680	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000256 (9/24/24 Breakfast for EOC/CIC Hurricane Helene - Chik Fil A)	Disaster Project # 90018B1 1.1 - Hurricane Helene	0001	890001		438.10	438.10
09/24/24	55680	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000256 (9/24/24 Lunch for EOC/CIC Hurricane Helene - Honey Baked Ham)	Disaster Project # 90018B1 1.1 - Hurricane Helene	0001	890001		1,650.03	1,650.03
09/29/24	55680	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000257 (9/29/24 Snacks for EOC/CIC Hurricane Helene - Sams Club)	Disaster Project # 90018B1 1.1 - Hurricane Helene	0001	890001		164.08	164.08
09/29/24	55680	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000257 (9/29/24 Snacks for EOC/CIC Hurricane Helene - Sams Club) *Sams Separated Order but the order was placed together online. Also the order was charged tax and a tax credit will not be given due to account is personal account. Sams Club will not allow "sharing" of accounts.	Disaster Project # 90018B1 1.1 - Hurricane Helene	0001	890001		29.94	29.94
09/28/24	55680	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000257 (9/28/24 Fruit, Yogurt, Snacks, Beverages for EOC/CIC Hurricane Helene - Publix)	Disaster Project # 90018B1 1.1 - Hurricane Helene	0001	890001		284.82	284.82
10/02/24	55680	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000257 (10/2/24 Snacks & Beverages for Hurricane Helene Ongoing Recovery Level 1 Full Activation in EOC/CIC and potential new storm - Sams Club)	Disaster Project # 90018B1 1.1 - Hurricane Helene	0001	890001		575.28	575.28
Total							0.00	9,901.69	9,901.69

Submitted By:


Department Director or Designee's Signature

Date:

Minus 5490070 transactions

-352.91

10/23/2024

9548.78

PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS

FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY

Quarterly Report

Quarter ended September 30, 2024

Department: Emergency Management

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
09/11/24	55552	IV.H - Food & Beverage	IEXP-701-EFARLEY71524-000252 (9/11/2024 EOC Disaster Re-Stock Bulk Snack and Emergency Microwave Quick Meals EOC Purchases)	Disaster Project #00017B1 1.1 - Hurricane Debby	0001	890001		366.02	366.02
10/31/24	File ID #24-1125D	IV.H - Food & Beverage	EMERGENCY DISASTER FOOD SERVICES - FEEDING CONTRACT 25- 00002 (Billed 10/4/24)	Disaster Project # 90018B1 1.1 - Hurricane Helene	0001	890001		272,517.00	272,517.00
Total							0.00	272,883.02	272,883.02

Submitted By: 
Department Director or Designee's Signature

Date: 5/8/2025

PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS

FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY

Quarterly Report

Qtr ended September 30, 2024

Department:

GENERAL GOVERNMENT

Date	CATS #	Category of Expenditure	Description of Expenditure	Source of Funding	Fund Number	Center Number	Amount Travel 5490060	Amount Incentives & Awards 5490060	Total Expenses
7/3/2024	Payroll *	IV. L	Payroll USD Corp 03-JUL-24 Journal Import Created	GeneralGovt	0001	114300		2,000.00	2,000.00
7/3/2024	JV 315482	IV. L	315482 Payroll USD: CCCEE Referral Pd by BCC PR 14-2024	GeneralGovt	0001	114300		500.00	500.00
7/17/2024	Payroll *	IV. L	Payroll USD Corporate 17-JUL-24 Journal Import Created	GeneralGovt	0001	114300		500.00	500.00
7/18/2024	JV 315572	IV. L	315572 Payroll USD: CCC EE Referral Pd by BCC PR 15-2024	GeneralGovt	0001	114300		500.00	500.00
7/19/2024	N/A	IV. A. b	Jun 11 / Jun 13: BCC/BIS sessions - coffee supplies, etc.	GeneralGovt	0001	114300		51.76	51.76
7/25/2024	SPO #458337	IV. E	Incentive Svcs #00119661- JUN24 Point Redemption	GeneralGovt	0001	114300		2,796.84	2,796.84
7/25/2024	SPO #458337	IV. E	Incentive Svcs #00119663 - JUN24 Email Maintenance	GeneralGovt	0001	114300		350.00	350.00
7/25/2024	SPO #458337	IV. E	Incentive Svcs #00119664 FY25 Service Award Pins	GeneralGovt	0001	114300		3,743.50	3,743.50
7/31/2024	Payroll *	IV. L	Payroll USD Corporate 31-JUL-24 Journal Import Created	GeneralGovt	0001	114300		1,500.00	1,500.00
8/1/2024	JV 315598	IV. L	315598 Payroll USD: CCC EE Referral Pd by BCC PR 16-2024	GeneralGovt	0001	114300		500.00	500.00
8/4/2024	N/A	IV. A. b	Jul 25 WS / Jul 30 Reg Mtg: Coffee supplies, etc.	GeneralGovt	0001	114300		27.95	27.95
8/13/2024	N/A	IV. A. b	Jul 30: Lunch for BCC Reg Meeting	GeneralGovt	0001	114300		44.92	44.92
8/15/2024	N/A	IV. A. b	7/30/24 BCC Meeting: Pizza Purchased for Lunch	GeneralGovt	0001	114300		275.53	275.53
8/15/2024	JV 315665	IV. L	315665 Payroll USD: CCC EE Referral Pd by BCC PR 17-2024	GeneralGovt	0001	114300		1,500.00	1,500.00
8/28/2024	Payroll *	IV. L	Payroll USD Corp 28-AUG-24 Journal Import Created	GeneralGovt	0001	114300		9,000.00	9,000.00
8/29/2024	SPO #458337	IV. E	Incentive Svcs #00120465 - JUL24 Point Redemption	GeneralGovt	0001	114300		3,318.75	3,318.75
8/29/2024	SPO #458337	IV. E	Incentive Svcs #00120467 - JUL24 Email Maintenance	GeneralGovt	0001	114300		350.00	350.00
8/29/2024	JV 315700	IV. L	315700 Payroll USD: CCC EE Referral Pd by BCC PR 18-2024	GeneralGovt	0001	114300		1,000.00	1,000.00
9/11/2024	Payroll *	IV. L	Payroll USD Corporate 11-SEP-24 Journal Import Created	GeneralGovt	0001	114300		2,500.00	2,500.00
9/12/2024	JV 315757	IV. L	Payroll USD: CCC EE REFERRAL PD BY BCC PR 19-2024	GeneralGovt	0001	114300		500.00	500.00
9/19/2024	SPO #458337	IV. E	Incentive Svcs #00121401 - AUG24 Email Maintenance	GeneralGovt	0001	114300		350.00	350.00
9/19/2024	SPO #458337	IV. E	Incentive Svcs #00121399 - AUG24 Point Redemption	GeneralGovt	0001	114300		4,807.09	4,807.09
9/23/2024	INV 2381	IV. L	2381 PINOMB Referral - Property Appraiser's Office	GeneralGovt	0001	114300		538.25	538.25
9/24/2024	N/A	IV. A. b	9/5/24 BCC RegMtg; 9/12/24 WS Mtg: Coffee and General Sppls	GeneralGovt	0001	114300		31.84	31.84
9/25/2024	Payroll *	IV. L	Payroll USD Corporate 25-SEP-24 Journal Import Created	GeneralGovt	0001	114300		5,000.00	5,000.00
9/26/2024	JV 315803	IV. L	Payroll USD: CCC EE REFERRAL PD BY BCC PR 20-2024	GeneralGovt	0001	114300		1,000.00	1,000.00
9/30/2024	INV 2380	IV. L	2380 PINOMB Darena Rill - Property Appraiser's Office	GeneralGovt	0001	114300		538.25	538.25
9/30/2024	N/A	IV. C	Hotel Stays for 2 Interviewees for ACA Position Oct 3 - Oct 6	GeneralGovt	0001	114300		725.00	725.00
9/30/2024	N/A	IV. A. b	Sep 23: BCC WS Mtgs - water for attendees	GeneralGovt	0001	114300		7.34	7.34
9/30/2024	SPO #458337	IV. E	Incentive Svcs #00121784 - SEP24 Email Maintenance	GeneralGovt	0001	114300		350.00	350.00
9/30/2024	SPO #458337	IV. E	Incentive Svcs #00121782 SEP24 Point Redemptoin	GeneralGovt	0001	114300		2,710.06	2,710.06
9/30/2024	JV 315934	IV. L	315934 Payroll USD: Board FYE Payroll Accrual FYE 30-SEP-24	GeneralGovt	0001	114300		1,500.00	1,500.00
Total							0.00	48,517.08	48,517.08

* not able to pull any backup for these Payroll items

Submitted By: Fredricka Collins
Fredricka Collins - OMB Deputy Director

Date: _____

APPROVED
 By Fredricka Collins at 11:46 am, May 17, 2025

Prepared By: Maria Cascone
Maria Cascone - Support Specialist

County Code 2-145 reference

PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS


FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY

Quarterly Report

Quarter ended Fourth Quarter 2024

Department: Human Resources

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
07/30/24		Volunteer Service award certificates	incentives and awards		0001	661111		49.05	49.05
09/23/24		Volunteer appreciation luncheon	incentives and awards		0001	661111		1,207.48	1,207.48
07/14/24		Employee Appreciation luncheon	incentives and awards		0001	661117		224.97	224.97
07/31/24		Lunch for HR Consortium Meeting	incentives and awards		0001	661117		171.74	171.74
08/27/24		Food items for UPB board meeting	incentives and awards		0001	661117		46.69	46.69
07/30/24		Wellness Champion meeting appreciation gift set	incentives and awards		5006	662110		1,535.02	1,535.02
09/23/24		Wellness Champion meeting food	incentives and awards		5006	662110		636.63	636.63
09/30/24		Food for UPB board meeting and HR staff meeting	incentives and awards		0001	661117		89.08	89.08
Total							0.00	3,960.66	3,960.66

Submitted By: 
Department Director or Designee's Signature

Date: 10/ 25 /24

PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS

FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY

Quarterly Report: 4th Qtr Revised Submission

Qtr endedSeptember 30, 2024

Department:DISASTER RECOVERY

Date	CATS #	Category of Expenditure	Description of Expenditure	Source of Funding	Fund Number	Center Number	Amount Travel 5490060	Amount centives & Award 5490060	Total Expenses
9/11/2024	none	IV. H	TSDebby: PCR Sandbag Site: Box Lunches Qty 20	GeneralGovt	0001	890001		183.83	183.83
9/30/2024	n/a	IV. H	HurriHelene: Food for Animal Services Shelter Employees	GeneralGovt	0001	890001		281.56	281.56
9/30/2024	none	IV. H	HurriHelene: Food for PublicWorks Cust Svc Employees	GeneralGovt	0001	890001		287.82	287.82
Total							0.00	753.21	753.21

Submitted By:

Fredricka Collins

Fredricka Collins - OMB Deputy Director

Prepared By:

Maria Cascone

Maria Cascone - Support Specialist

Date:

APPROVED

By Fredricka Collins at 2:16 pm, Jun 09, 2025

County Code 2-145 reference

PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS

FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY


Quarterly Report

Quarter ended September 30, 2024

Department: Public Works

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
09/30/24	52152	IV.G.	Watershed events giveaways	Surface Water	1094	436063		1,344.29	1,344.29
09/06/24	52152	IV.A.i.	Food & beverage for volunteer brunch	Surface Water	1094	436064		91.64	91.64
08/05/24	53229	IV.L.	FLIP reimbursement - Chris Keese	FDEP Grant	1094	436064		292.96	292.96
08/05/24	53229	IV.L.	FLIP reimbursement - S. Dinnen & A. Bobak	FDEP Grant	1094	436064		307.06	307.06
08/05/24	53229	IV.L.	FLIP reimbursement - Charlotte Vaughn	FDEP Grant	1094	436064		2,000.00	2,000.00
08/13/24	53229	IV.L.	FLIP reimbursement - Nicholas Acosta	FDEP Grant	1094	436064		457.80	457.80
08/13/24	53229	IV.L.	FLIP reimbursement - Jesse Knight	FDEP Grant	1094	436064		867.50	867.50
08/16/24	53229	IV.L.	FLIP reimbursement - Patricia Plantamura	FDEP Grant	1094	436064		1,187.07	1,187.07
09/19/24	53229	IV.L.	Incentives for FLIP participants	FDEP Grant	1094	436064		479.23	479.23
09/24/24	53229	IV.L.	Incentives for FLIP participants	FDEP Grant	1094	436064		26.98	26.98
08/26/24	55166	IV.G.	Coaster giveaways for restoration events	TBEP Grant	1094	436064		302.00	302.00
08/08/24	55166	IV.H.	Beverages for employees during TS Debby	General Fund	0001	890001		107.84	107.84
09/04/24	55166	IV.H.	Food for employees during TS Debby	General Fund	0001	890001		1,058.30	1,058.30
Total							0.00	8,522.67	8,522.67

Submitted By:


Department Director or Designee's Signature

Date: 10-23-2024

PINELLAS COUNTY BOARD OF COUNTY COMMISSIONERS

FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY

Quarterly Report

Quarter ended September 1, 2024

Department: Safety and Emergency Services

Effective Date	Resolution CATS #	Category of Expenditure	Description of Expenditure	Source of Funding	Fund Number	Center Number	Amount Incentives & Awards 5490060	Amount Employee Celebrations & Recognition 5490070	Total Expenses
07/31/24	Admin Directive	I - Payments for meals	Holiday meals and employee recognition items	911 Gen Funds	0001	342110		29.99	29.99
08/28/24	Admin Directive	I - Payments for meals	Holiday meals and employee recognition items	911 Gen Funds	0001	342110		160.50	160.50
09/30/24	Admin Directive	I - Payments for meals	Holiday meals and employee recognition items	911 Gen Funds	0001	342110		61.92	61.92
09/30/24	Admin Directive	I - Payments for meals	Holiday meals and employee recognition items	911 Gen Funds	0001	342110		242.73	242.73
09/30/24	Admin Directive	I - Payments for meals	Holiday meals and employee recognition items	911 Gen Funds	0001	342110		632.00	632.00
09/30/24	Admin Directive	I - Payments for meals	Holiday meals and employee recognition items	911 Gen Funds	0001	342110		215.41	215.41
09/30/24	Admin Directive	J - Coffee maker	coffee maker	911 Gen Funds	0001	342110	109.99		109.99
Total							109.99	1,342.55	1,452.54

Prepared By: Gina Hostetler
Gina Hostetler, Administrative Support Specialist

Date: 5/7/2025

Reviewed By: Robin Kelly - Accountant 2
Sheri Bowers, Financial Operations Manager

Date: 5/8/2025

Approved By: Jodie Sechler
Jodie Sechler, Director, Ambulance Billing & Financial Svcs Division
David Hare - for Jodi Sechler

Date: 5/8/2025

Quarter ended September 30, 2024

Department:

Solid Waste

[illegible]

Submitted By:

Elizabeth
on behalf of Paul Sacco

Date _____

06/11/2025

Quarter ended September 30, 2024

Department: Utilities

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
07/19/24	55439	IV, A, IV and IV, E	Recognition or award ceremonies and articles of recognition	Water Revenue	4031	431130		12.19	12.19
07/19/24	55439	IV, A, IV and IV, E	Recognition or award ceremonies and articles of recognition	Sewer Revenue	4051	431130		6.56	6.56
07/27/24	55184	IV, A, IV and IV, E	Recognition or award ceremonies and articles of recognition	Water Revenue	4031	431130		159.62	159.62
07/27/24	55184	IV, A, IV and IV, E	Recognition or award ceremonies and articles of recognition	Sewer Revenue	4051	431130		85.95	85.95
07/30/24	55439	IV, A, IV and IV, E	Recognition or award ceremonies and articles of recognition	Water Revenue	4031	431130		237.20	237.20
07/30/24	55439	IV, A, IV and IV, E	Recognition or award ceremonies and articles of recognition	Sewer Revenue	4051	431130		127.73	127.73
09/24/24	55439	IV, A, IV and IV, E	Recognition or award ceremonies and articles of recognition	Water Revenue	4031	431130		112.77	112.77
09/24/24	55439	IV, A, IV and IV, E	Recognition or award ceremonies and articles of recognition	Sewer Revenue	4051	431130		60.73	60.73
Total							0.00	802.75	802.75

Department Director or Designee's Signature

Date: _____

10/24/2024

FOOD, BEVERAGE, RECRUITMENT & AWARDS RELATED EXPENSES POLICY

Quarter ended	September 30, 2024	Previous report submitted, this report is for late entry

Utilities

Submitted ByDate: 05/06/2025