



Tammy Etheridge, Clerk to the Board, 400 South Street • P.O. Box 999, Titusville, Florida 32781-0999

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October 21, 2015

MEMORANDUM

TO: Steve Burdett, Finance Director

RE: Item II.D.4. Approval of Billfolder

The Board of County Commissioners, in regular session on October 20, 2015, approved the Billfolder, as submitted.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

for: Donna Scott
for: Tammy Etheridge, Deputy Clerk

/dt

cc: Budget

Board Meeting of: October 20, 2015

THE FOLLOWING ITEMS ARE BEING PRESENTED TO THE BOARD OF COUNTY COMMISSIONERS FOR ITS ACTION:

The following is submitted to the board pursuant to Payment for Membership in Professional Organizations Policy No. BCC-41

NONE \$

The following invoice(s) are being submitted to the board as proper purchasing procedures were not followed and a purchase order was not obtained prior to purchasing items or services rendered.

NONE \$

The following Travel requests are being submitted to the Board pursuant to the Travel Administrative Order AO-21. These Travel Requests either were not approved as part of the annual budget process, or exceeded the approved budget by more than 20%. Approval was received from the County Manager's office.

Robert Biller	St. Petersburg, FL.	Central Serv/Fleet Mgt.	Attend Florida Assoc. of Government Fleet Administrators	\$	520.07 *	✓
Andy Dimming	Tampa, FL.	Parks & Recreation	Attend Florida Rec Trac Users Group Summit	\$	187.50 *	✓
Rebecca Hernandez	Tampa, FL.	Parks & Recreation	Attend Florida Rec Trac Users Group Summit	\$	194.67 *	✓
Jill Hill	Tampa, FL.	Parks & Recreation	Attend Florida Rec Trac Users Group Summit	\$	35.67 *	✓
Brenda Mathews	Tampa, FL.	Parks & Recreation	Attend Florida Rec Trac Users Group Summit	\$	35.67 *	✓
Michelle Summers	Tampa, FL.	Parks & Recreation	Attend Florida Rec Trac Users Group Summit	\$	187.51 *	✓
Shawn Turner	Tampa, FL.	Parks & Recreation	Attend Florida Rec Trac Users Group Summit	\$	194.66 *	✓

* Not included in approved budget

** Exceeds approved budget by more than 20%

