



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

Telephone: (321) 637-2001
Fax: (321) 264-6972

November 4, 2015

MEMORANDUM

TO: Steve Burdett, Finance Director

RE: Item II.D.9., Approval of Billfolder

The Board of County Commissioners, in regular session on November 3, 2015, approved the Billfolder, as submitted.

Your continued cooperation is greatly appreciated.

Sincerely yours,

BOARD OF COUNTY COMMISSIONERS
SCOTT ELLIS, CLERK

Tammy Etheridge, Deputy Clerk

/ds

cc: Budget

Board Meeting of: November 3, 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.

Ian Golder	St. Augustine, FL.	Housing & Human Serv.	Attend Community Action Exec. Leadership Mtg.	\$	388.66 *	✓
Virginia Barker	Jacksonville, FL.	Natural Resources	Attend Inian River Lagoon Revision Progress Mtg.	\$	310.00 *	✓

* Not included in approved budget

** Exceeds approved budget by more than 20%

