

MARION COUNTY BOARD OF COUNTY COMMISSIONERS

ADMINISTRATIVE BUDGET TRANSFER REPORT

12/29/2023 to 01/25/2024

Prepared by: Gregory C. Harrell, Marion County Clerk of Court and Comptroller - Budget Department

Pursuant to Florida Statute 129.06, Execution and Amendment of Budget, the County Budget Officer has executed the following Budget Transfers as authorized by the Marion County Board of County Commissioners, Commission Policy 19-01. The Budget Transfers adhere to the following conditions:

- A. The budget transfer does not change the total expenditure appropriations of a Cost Center; and
- B. The transfer adheres to the following account restrictions:
 - i. The transfer occurs between personnel expenditure accounts (line item account cdes 510000 through 529999); or
 - ii. The transfer occurs between operating expenditure accounts (line item account codes 530000 through 559999); and
- C. The transfer per line item account is \$10,000 or less; and
- D. The transfer is approved by the County Administrator; and
- E. The transfer is reviewed and approved by the County Budget Officer.

General Fund

County Administrator

Journal Number # 2024-4-1102 *Date Executed:* 01/18/2024

To reappropriate \$1,520 in County Administrator funds from Other Current Charges to Training & Education. This will cover costs of the Florida State University Certified Public Manager (CPM) training levels 1-4 for the Executive Director. An additional \$1,520 will be included in the FY 24/25 budget for levels 5-8.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 105	- 549990	Other Current Charges Misc Expenses	\$1,520
To	0010	- 105	- 555501	Training and Education	\$1,520

Planning and Zoning

Journal Number # 2024-4-14 *Date Executed:* 01/02/2024

During the testing of EP&L, staff noticed that the small monitors that most of the staff in zoning have are not compatible with EP&L and bigger monitors would be required to effectively run this system. Funds are needed to purchase 16 new monitors. Funds are available in Computer Hardware, as the cost of replacing computers this FY was lower than expected. This is a one time charge.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 320	- 552116	Operating Supplies Computer Hardware	\$4,000
To	0010	- 320	- 552108	Operating Supplies	\$4,000

County Transportation Maintenance Fund

Transportation

Journal Number # 2024-4-401 *Date Executed:* 01/05/2024

In the process of purchasing new laptops for this fiscal year, the IT Department advised it would be more effective to purchase the newer model advanced laptop for CAD work. This transfer adds enough funds to complete the purchase. \$500 will be transferred from Operating Supplies - PPE to Operating Supplies - Computer Hardware

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1020	- 400	- 552119	Operating Supplies - PPE	\$500
To	1020	- 400	- 552116	Operating Supplies Computer Hardware	\$500

Criminal Justice Court Costs Fund

Juvenile Alternative Program Drug Court

Journal Number # 2024-4-1625 *Date Executed:* 01/19/2024

Clover has recently increased the cost associated with credit card payments. This transfer is to move unspent funds from professional services to cover the cost of accepting credit card payments. Our treatment courts rely on the ability to accept this as a form of payment from program participants.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1052	- 272	- 531109	Professional Services	\$2,400
To	1052	- 272	- 549990	Other Current Charges Misc Expenses	\$2,400

Tourist Development Tax

Visitors and Convention Bureau

Journal Number # 2024-3-1371 *Date Executed:* 12/29/2023

Tourist Development is requesting to transfer funds to Professional Services from Promotional Activities. Completion of this transfer will allow the Tourist Development Department to align funds related to the finalization of the Trademark Application administered by Allen, Dyer, Doppelt and Gilchrist, PA.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1074	- 155	- 548101	Promotional Activities	\$525
To	1074	- 155	- 531109	Professional Services	\$525

Fire Rescue and EMS Fund

Fire Rescue Services

Journal Number # 2024-3-1946 *Date Executed:* 12/29/2023

Marion County Fire Rescue is working with the Human Resources Department to advertise for the vacancy of the GIS Analyst position. Since this position requires very specific technical skills, HR will be advertising on LinkedIn in order to obtain qualified applicants. This position is one that is also difficult to fulfill based on the skills that are needed and will therefore require more efforts.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1120	- 300	- 551101	Office Supplies	\$100
To	1120	- 300	- 549990	Other Current Charges Misc Expenses	\$100

Silver Springs Shores Special Tax District

Silver Springs Shores

Journal Number # 2024-4-787 *Date Executed:* 01/12/2024

Silver Springs Shores Special Tax District requests a transfer of \$550 to Utility Services - Waste Disposal to cover the costs of the Waste Management rate increase of 30%. Additionally, we are requesting a transfer of \$300 to Clothing & Wearing Apparel to cover the increased cost of uniforms and new employee's apparel. We are also requesting a transfer of \$650 to Rentals & Leases -Equipment to cover the unexpected cost of a rental machine for stripping lobby floors. To accommodate these adjustments, we have identified available funds in Repairs and Maintenance - Buildings and Grounds, which can be utilized for this one-time transfer.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1320	- 520	- 546101	Repairs and Maint Bldgs and Grnds	\$1,500
To	1320	- 520	- 543102	Utility Services Waste Disposal	\$550
To	1320	- 520	- 544101	Rentals and Leases Equipment	\$650
To	1320	- 520	- 552107	Clothing and Wearing Apparel	\$300

Solid Waste Disposal Fund

Solid Waste Disposal

Journal Number # 2024-4-191 *Date Executed:* 01/03/2024

Marion County Solid Waste received an unsolicited proposal from Ash Grove, a CRH Company. They proposed doing a waste to fuels project at the Baseline Landfill. The technology that they would be using is by a company called WasteAway. Additional funds are needed in the GL account for travel for a site visit to Tennessee to tour their operation and view their technology for evaluation and consideration.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	4010	- 423	- 546257	Repairs and Maint Fleet Management	\$4,500
From	4010	- 423	- 552101	Gasoline Oil and Lubricants	\$4,500
To	4010	- 423	- 540101	Travel and Per Diem	\$9,000

Solid Waste Disposal

Journal Number # 2024-4-601 *Date Executed:* 01/09/2024

Solid Waste under-budgeted disposal accounts for computer equipment/hardware and courier contract services.

Additional funds are needed in order to submit Solid Waste's bulk IT order for this current fiscal year. Regarding the courier contract service, Solid Waste is billed an average 15 hours per month. The contracted rate is \$21.89 per hour. Additional funds are needed in order to increase our current purchase order to cover invoices for the remainder of the fiscal year.

This is a one-time change.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	4010	- 423	- 552119	Operating Supplies - PPE	\$2,000
From	4010	- 423	- 544101	Rentals and Leases Equipment	\$2,500
To	4010	- 423	- 534108	Contract Serv Wells Fargo	\$1,500
To	4010	- 423	- 552116	Operating Supplies Computer Hardware	\$3,000