

# MARION COUNTY BOARD OF COUNTY COMMISSIONERS

## ADMINISTRATIVE BUDGET TRANSFER REPORT

12/06/2024 to 01/09/2025

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 codes 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.

<b>General Fund</b>
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**County Administrator**

*Journal Number #* 2025-4-168                      *Date Executed:* 01/09/2025

This Budget Amendment Request is to transfer funds from Operating Supplies Computer Hardware to Contract Services. It is for temporary staff to cover for an employee going on FMLA for 3 weeks in December.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 105	- 552116	Operating Supplies Computer Hardware	\$2,000
To	0010	- 105	- 534101	Contract Serv Other Misc	\$2,000

**Public Relations**

*Journal Number #* 2025-3-281                      *Date Executed:* 12/11/2024

The funds in Operating - Computers was budgeted for computer replacements. Those are no longer needed. This funding is being moved to Operating Supplies to cover the cost of operational needs and new camera equipment for the department.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 106	- 552116	Operating Supplies Computer Hardware	\$5,580
To	0010	- 106	- 552108	Operating Supplies	\$5,580

**Facilities Management**

*Journal Number #* 2025-3-93                      *Date Executed:* 12/09/2024

Facilities Management is requesting a one-time transfer of \$300 from Repairs and Maintenance to Postage and Freight. While our postage line has been barely utilized in the past, we have recently had alarm panels that were under warranty and needed to be shipped back in order for repairs to be made.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 180	- 546101	Repairs and Maint Bldgs and Grnds	\$300
To	0010	- 180	- 542201	Postage and Freight	\$300

**Parks and Recreation**

Journal Number # 2025-3-2227 Date Executed: 12/31/2024

The Marion County Parks & Recreation department needs to transfer funds into Computer Software for an addition of Monday.com software. The Department is investing in new software services to increase communication efforts throughout the Department, Monday.com will help in these efforts. The funds are available from Contract Services as the department has reprioritized a small contracted project to a self-preform project. The Airport has also reprioritized self-perform projects planned for FY25.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 360	- 534101	Contract Serv Other Misc	\$9,500
To	0010	- 360	- 552106	Computer Software	\$9,500

**County Transportation Maintenance Fund**

**Transportation**

Journal Number # 2025-3-37 Date Executed: 12/10/2024

Transfer \$5,000 from Contract Services - Other - Misc to Rentals & Leases - Equipment in Transportation. A recent rental of an Off-Road Dump Truck was necessary for emergency roadway repair, which exceeded the available balance in the account. Contract Services-Other-Misc has sufficient funding to supply the increase

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1020	- 400	- 534101	Contract Serv Other Misc	\$5,000
From	1020	- 400	- 534101	Contract Serv Other Misc	\$5,000
To	1020	- 400	- 544101	Rentals and Leases Equipment	\$5,000
To	1020	- 400	- 544101	Rentals and Leases Equipment	\$5,000

**Marion County Airport Fund**

**Marion County Airport**

Journal Number # 2025-3-2228 Date Executed: 12/31/2024

The Marion County Airport needs to transfer funds into Computer Software for an addition of Monday.com software. The Department is investing in new software services to increase communication efforts throughout the Department, Monday.com will help in these efforts. The funds are available from Travel and Per Diem due to trainings completed in the previous year, requiring less travel in FY25.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1035	- 415	- 540101	Travel and Per Diem	\$1,242
To	1035	- 415	- 552106	Computer Software	\$1,242

**Tourist Development Tax**

**Visitors and Convention Bureau**

Journal Number # 2025-3-1188      Date Executed: 12/18/2024

The Tourist Development Department would like to continue our membership with US Travel Association which provides insights to address critical industry challenges and guide business decision-making to foster industry-wide collaboration to shape the future of travel. Last year, the Tourist Development Department applied for the 2024 ESTO award, hosted by US Travel Association, and was acknowledged as a finalist. Paying the membership dues allows our department the opportunity to re-apply for ESTO Award consideration in hopes of winning this prestigious honor in 2025. This admin BAR is needed due to the fact that the FY 2025 budget was set prior to this membership being utilized. The funds will be moved from Promotional Items to Dues & Memberships. This expense will be budgeted in future years.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1074	- 155	- 548101	Promotional Activities	\$6,025
To	1074	- 155	- 554201	Dues and Memberships	\$6,025

**Fire Rescue and EMS Fund**

**Fire Rescue Services**

Journal Number # 2025-3-1271      Date Executed: 12/19/2024

Marion County Fire Rescue invoices for false alarms that are answered by the department. One of the payments made through the credit card payment system was paid by Acceleration Academies, LLC for an invoice that the Ocala Fire Department invoiced. Money is being transferred from Operating Supplies to cover the payment and the credit card charge made by the customer in order to refund this inadvertent payment for the wrong fire department.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1120	- 300	- 552108	Operating Supplies	\$76
To	1120	- 300	- 549112	Other Current Charges Refunds	\$76

**Local Housing Assistance Trust Fund**

**State Housing Initiative Partnership Act**

Journal Number # 2025-3-1675      Date Executed: 12/20/2024

Community Services - SHIP needs to transfer funds from Other Current Charges - Misc to Contract Services - Staff Leasing to cover this year's expenses. This is a onetime change to align expenses.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1151	- 350	- 549990	Other Current Charges Misc Expenses	\$8,552
To	1151	- 350	- 534115	Contract Serv Staff Leasing	\$8,552

**Silver Springs Shores Special Tax District**

**Silver Springs Shores**

~~Journal Number # 2025-3-1883      Date Executed: 12/31/2024~~

To implement Microsoft Security Solutions, additional funding is required within the Silver Springs Shores Computer Software budget. Necessary funds are currently available within Operating Supplies. This will be a one time change.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1320	- 520	- 552108	Operating Supplies	\$500
To	1320	- 520	- 552106	Computer Software	\$500