

# MARION COUNTY BOARD OF COUNTY COMMISSIONERS

## ADMINISTRATIVE BUDGET TRANSFER REPORT

10/25/2024 to 11/07/2024

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 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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**Information Technology**

*Journal Number #* 2025-1-1722      *Date Executed:* 10/25/2024  
 Information Technology is requesting an Administrative Transfer to fund ReSOURCE Government Employment Services for temporary staffing in the amount of \$10,000

Due to Information Technology's high workload, we will be able to temporarily fill vacant positions from ReSOURCE while seeking permanent full time qualified candidates.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 174	- 534101	Contract Serv Other Misc	\$10,000
To	0010	- 174	- 534115	Contract Serv Staff Leasing	\$10,000

**Information Technology**

*Journal Number #* 2025-1-1729      *Date Executed:* 10/25/2024  
 Information Technology is requesting an Administrative Transfer to cover unexpected freight charges. Unexpected freight charges were incurred due to receipt of Teams Phones.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 174	- 552108	Operating Supplies	\$500
To	0010	- 174	- 542201	Postage and Freight	\$500

**Teen Court**

Journal Number # 2025-1-1677 Date Executed: 10/25/2024

Move funds from Operating Supplies to Dues & Membership. Teen Court needs additional funding to pay for the annual Florida Association of Teen Court membership fees for two staff members. Reallocating these funds will allow the employees to access valued resources to stay current on trends affecting the program.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 280	- 552108	Operating Supplies	\$150
To	0010	- 280	- 554201	Dues and Memberships	\$150

**Code Enforcement**

Journal Number # 2025-2-288 Date Executed: 11/05/2024

Due to the cost of the Tyler Credit Card Reader that we are required to purchase, Computer Hardware has a shortage. We received notification on June 7, 2024, that the Tyler Credit Card Reader was required to process credit card payments within the Tyler system. Funding for this request is available in Office Supplies

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 317	- 551101	Office Supplies	\$200
To	0010	- 317	- 552116	Operating Supplies Computer Hardware	\$200

**Building Safety Fund**

**Building Safety**

Journal Number # 2025-1-2462 Date Executed: 10/29/2024

To fully implement Tyler Electronic Permitting and Licensing, we need to purchase Credit Card Readers to facilitate payment collection.

We are requesting an additional \$5,000 in funding (REQ 2025-521) to cover the cost of these readers. This expense was originally budgeted for FY 2024 but was delayed due to supplier issues.

To fund this request, we will transfer funds from Other Current Charges - Miscellaneous Expenses. This account is used for credit card processing fees and is not expected to utilize its full allocation.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1141	- 318	- 549990	Other Current Charges Misc Expenses	\$5,000
To	1141	- 318	- 552116	Operating Supplies Computer Hardware	\$5,000