

**MARION COUNTY BOARD OF COUNTY COMMISSIONERS
ADMINISTRATIVE BUDGET TRANSFER REPORT**

09/04/2021 to 09/30/2021

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 Department; and
- B. The transfer is limited to operating expenditure accounts; and
- C. The transfer is less than \$10,000; 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

Human Resources

Journal Number # 2021-12-327 *Date Executed:* 09/16/2021

A one-time transfer is needed to cover an invoice from Document Technologies for \$31.72. The Rentals & Leases- Equipment account did not have sufficient funds to cover the full amount of the last invoice for the fiscal year. We will be using funds from our Operating account to cover the remaining amount needed.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 170	- 552108	Operating Supplies	\$32
To	0010	- 170	- 544101	Rentals and Leases Equipment	\$32

Human Resources

Journal Number # 2021-12-447 *Date Executed:* 09/16/2021

We are transferring money out of the Training and Education Program account into the Training and Education account. The training is for Do's and Don'ts of Documenting Employee Behavior and Performance. This is a one-time transfer to cover the cost.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 170	- 555520	Training and Education Program	\$1,000
To	0010	- 170	- 555501	Training and Education	\$1,000

Human Resources

Journal Number # 2021-12-999 *Date Executed:* 09/24/2021

Each year the Human Resources department orders shirts through PRIDE for the HR employees from the Clothing and Wearing Apparel account. HR paid for Employee Academy shirts and Ideal Team Player shirts which resulted in there not being enough funds to cover the cost of the shirts purchased for the HR employees. We are doing a one-time transfer out of the Training and Education program account to the Clothing and Wearing Apparel account to cover this cost.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 170	- 555520	Training and Education Program	\$445
To	0010	- 170	- 552107	Clothing and Wearing Apparel	\$445

Information Technology

Journal Number # 2021-12-641 Date Executed: 09/17/2021

Additional funding is needed in our operating account (552108) to replenish our network supplies and to purchase additional microphones for TPO meetings. We are requesting a budget transfer of \$9,000 from our Training and Education account (555501). Funding is available in the Training and Education account due to training cancellations and uncertainties of COVID.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 174	- 555501	Training and Education	\$9,000
To	0010	- 174	- 552108	Operating Supplies	\$9,000

Information Technology

Journal Number # 2021-12-839 Date Executed: 09/29/2021

Additional funding is needed in our Professional Services account (531109) to increase available funds for any critical professional services needed prior to the end of the fiscal year. We are requesting a budget transfer of \$3,000 from our Training and Education account (555501). Funding is available in the Training and Education account due to training cancellations and uncertainties of COVID.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 174	- 555501	Training and Education	\$3,000
To	0010	- 174	- 531109	Professional Services	\$3,000

Fleet Management

Journal Number # 2021-12-1048 Date Executed: 09/24/2021

There is unexpended funds in our Communications, Utilities Electric, Utilities Waste Disposal and Repair & Maintenance Accounts which need to be utilized in our Parts Account to cover us through the end of FY20/21. Items we will be purchasing are as followed: various parts needed for County Equipment and Vehicles that are in Fleet for repairs.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 178	- 541101	Communications Services	\$1,200
From	0010	- 178	- 543101	Utility Services Elc Wtr Swr	\$2,500
From	0010	- 178	- 543102	Utility Services Waste Disposal	\$1,200
From	0010	- 178	- 546301	Repairs and Maint Equipment	\$5,000
To	0010	- 178	- 552257	Parts Vehicle and Equipment	\$9,900

Fleet Management

Journal Number # 2021-12-1392 Date Executed: 09/29/2021

There is unexpended funds in our Uniform Clothing Account which need to be utilized in our Operating Account to cover us through the end of FY20/21. Items being paid for and purchased are for Shop Supplies and Shop Operation items for Fleet.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 178	- 552107	Clothing and Wearing Apparel	\$900
To	0010	- 178	- 552108	Operating Supplies	\$900

Fleet Management

Journal Number # 2021-12-1432 Date Executed: 09/30/2021

There is unexpended funds in our Travel, Communications, Computer Software, Books & Subscriptions and Training & Education Accounts, which need to be utilized in our Parts Account to cover us through the end of FY20/21. Items being paid for and purchased are for Parts needed to repair various County Vehicles.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 178	- 555501	Training and Education	\$700
From	0010	- 178	- 540101	Travel and Per Diem	\$300
From	0010	- 178	- 541101	Communications Services	\$300
From	0010	- 178	- 552106	Computer Software	\$3,000
From	0010	- 178	- 554101	Books Publications and Subscriptions	\$4,000
To	0010	- 178	- 552257	Parts Vehicle and Equipment	\$8,300

Facilities Management

Journal Number # 2021-12-100 Date Executed: 09/07/2021

Facilities Management account AA180519-546135 (Repairs & Maintenance - Jail) is in need of a one-time transfer of \$9,500 to fund the account through the remainder of the fiscal year. The jail has undergone more repairs and required more maintenance over this fiscal year, as well as a rise in costs of materials and labor for various tasks. We are requesting this transfer to come from AA180519-546136 (Repairs & Maintenance - Visitors Center) which has undergone very few repairs this fiscal year.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 180	- 546136	Repairs and Maint Visitors Center	\$9,500
To	0010	- 180	- 546135	Repairs and Maint Jail	\$9,500

Facilities Management

Journal Number # 2021-12-83

Date Executed: 09/07/2021

In preparing for the end of fiscal year 2021, Facilities Management has analyzed all accounts in order to assess what transfers will be needed to fund expenses through the remainder of the year. The below accounts have been found to be insufficient:

+ AA180519-541101 (Communications Services) will need a transfer of \$600 to account for new fire panel and phone lines; AA180519-543102 (Utility Serv - Waste Disp) will need a transfer of \$800 to account for new buildings, and a rise in costs; AA180519-546130 (Repairs/Maint Clerk Annex) requires \$500 due to an increase in repairs and maintenance tasks at the Clerk Annex. We are proposing these first three (3) transfers to come from AA180519-540101 (Travel & Per Diem) which has not been expended due to COVID and a lack of traveling.

+ AA180519-546138 (Repairs/Maint JC3) is in need of a transfer of \$600 due to an increase in repairs, which we are asking to be transferred from AA180519-546133 (Repairs/Maint JC1).

+ AA180519-552133 (Op Supplies Clerk), AA180519-552134 (Op Supplies JC2), and AA180519-552138 (Op Supplies JC3) are each in need of a \$500 transfer due to an increase in the purchase of tools and operating expenses at these locations. We are requesting these transfers to all come from AA180519-546301 (Repairs/Maint Equipment) which has not been expended due to not needing repairs on equipment.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 180	- 546301	Repairs and Maint Equipment	\$1,500
From	0010	- 180	- 546133	Repairs and Maint JC 1 and Clerks Office	\$600
From	0010	- 180	- 540101	Travel and Per Diem	\$1,900
To	0010	- 180	- 552133	Operating Supplies Clerk Courthouse	\$500
To	0010	- 180	- 552138	Operating Supplies Judicial Center 3	\$500
To	0010	- 180	- 543102	Utility Services Waste Disposal	\$800
To	0010	- 180	- 552134	Operating Supplies Judicial Center 2	\$500
To	0010	- 180	- 541101	Communications Services	\$600
To	0010	- 180	- 546130	Repairs and Maint Clerk Annex	\$500
To	0010	- 180	- 546138	Repairs and Maint Judicial Center 3	\$600

Facilities Management

Journal Number # 2021-12-1391 Date Executed: 09/30/2021

Within the final week of fiscal year 2021, Facilities Management has identified three (3) accounts that are in need of small administrative transfers to fund the final expenses of the year.

+ AA180519-541101, Communications Services, is in need of a one time transfer of \$700 to accommodate newly acquired phone lines and fire panels.

+ AA180519-543102, Utility Services Waste Disposal, is in need of a one time transfer of \$800 to cover the remaining expenses of this fiscal year due to an increase in waste removal.

+ AA180519-555501, Training and Education, is in need of a one-time transfer of \$200 to cover the final billing for TPC online access.

We are requesting that the three (3) transfers, totaling \$1,700, be funded from AA180519-540101, Travel & Per Diem, as the account has not been expended due to COVID and a lack of traveling.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 180	- 540101	Travel and Per Diem	\$1,700
To	0010	- 180	- 541101	Communications Services	\$700
To	0010	- 180	- 543102	Utility Services Waste Disposal	\$800
To	0010	- 180	- 555501	Training and Education	\$200

Circuit Court Judges Technology

Journal Number # 2021-12-68 Date Executed: 09/07/2021

The purpose of this request is to reallocate unspent funding to pay for Mentis repair fees. Mentis maintains SmartBench which is required for judges to review case files. These funds are available since the program did not need to purchase as many office supplies this year.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 214	- 551101	Office Supplies	\$209
From	0010	- 214	- 552106	Computer Software	\$313
To	0010	- 214	- 546312	Repairs and Maint Computer Equipment	\$522

Public Safety Communications

Journal Number # 2021-12-1074 Date Executed: 09/27/2021

Additional funding is needed to accommodate unexpected overage charges for copies made via Document Technology leased printer equipment. Additionally, funds are being reappropriated to accommodate an invoice discrepancy currently in the process of being resolved. In the interest of closing the end of the fiscal year, funds are being reappropriated to accommodate the additional charges until the discrepancy can be resolved and either the invoice is corrected or a credit is issued by the vendor.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 311	- 543101	Utility Services Elc Wtr Swr	\$1,650
From	0010	- 311	- 543102	Utility Services Waste Disposal	\$360
To	0010	- 311	- 541101	Communications Services	\$2,000
To	0010	- 311	- 544101	Rentals and Leases Equipment	\$10

Animal Services

Journal Number # 2021-12-315 Date Executed: 09/13/2021

We are requesting to transfer funds within the Animals Services current budget that are available as a result of the pandemic. Additional funds are needed in Professional Services after seizing horses from an animal cruelty case. Funds are also needed for office furniture with the remodeling of an area into an office space.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 315	- 546101	Repairs and Maint Bldgs and Grnds	\$3,500
From	0010	- 315	- 540101	Travel and Per Diem	\$2,000
To	0010	- 315	- 551101	Office Supplies	\$2,000
To	0010	- 315	- 531338	Prof Serv Miscellaneous	\$3,500

Animal Services

Journal Number # 2021-12-869 Date Executed: 09/23/2021

Due to the rising cost of fuel, funds are needed for gasoline. Vehicles included are animal control trucks, Center vehicles and the Neuter Commuter. We have available funds in utility services to help offset the additional expense.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 315	- 543101	Utility Services Elc Wtr Swr	\$3,500
To	0010	- 315	- 552101	Gasoline Oil and Lubricants	\$3,500

Animal Services

Journal Number # 2021-12-1434 Date Executed: 09/30/2021

Funds are available in Clothing and Wearing apparel due to having had vacant positions. We are requesting to transfer funds to Travel and Per Diem to cover a traveler's hotel charge. The charge went through at the beginning of the traveler's stay rather than at the time of checkout as anticipated.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 315	- 552107	Clothing and Wearing Apparel	\$25
To	0010	- 315	- 540101	Travel and Per Diem	\$25

Community Development Block Grant

Journal Number # 2021-12-1483 Date Executed: 09/30/2021

Administrative budget transfer necessary to transfer funds allocated to AA341564-552106 (Computer Software) to AA341564-544101 (Rentals & Leases - Equipment) in the amount of \$407. This transfer will support the projected payment of September 2021 invoice the rental of the department copier. Copier use exceeded anticipated usage due to addition of staff.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 341	- 552106	Computer Software	\$407
To	0010	- 341	- 544101	Rentals and Leases Equipment	\$407

Community Development Block Grant

Journal Number # 2021-12-878 Date Executed: 09/30/2021

Reappropriation of \$600 from AA341654-542201 (Postage & Freight) to AA341564-549990 (Other Charges - Misc. Expenses). This is required by Clerk for expenditure of advertisement of Community Development Grant Administrator and Fiscal Manager for department. Each advertisement between two vendors will total \$600.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 341	- 542201	Postage and Freight	\$600
To	0010	- 341	- 549990	Other Current Charges Misc Expenses	\$600

Neighborhood Stabilization Program 1

Journal Number # 2021-12-1488 Date Executed: 09/30/2021

Administrative budget transfer necessary to transfer funds allocated to AA343564-540101 (Travel & Per Diem) to AA343564-549990 (Other Current Charges - Misc. Expenses) in the amount of \$10. This transfer will support the payment of an invoice for Clerk of Court recording fees.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 343	- 540101	Travel and Per Diem	\$10
To	0010	- 343	- 549990	Other Current Charges Misc Expenses	\$10

Parks and Recreation

Journal Number # 2021-12-187 Date Executed: 09/16/2021

To transfer funds from Parks & Recreation (AA360572) - Promotional Activities (548101) in the amount of \$3,000 and Rentals & Leases - Equipment (544101) in the amount of \$4,500 to Utility Services -Waste Disposal (543102) in the amount of \$7,500. The funds will be used to cover the additional expenses for waste disposal in the parks due to heavy usage throughout the summer. This transfer will cover all current and future charges through the remainder of the fiscal year.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 360	- 544101	Rentals and Leases Equipment	\$4,500
From	0010	- 360	- 548101	Promotional Activities	\$3,000
To	0010	- 360	- 543102	Utility Services Waste Disposal	\$7,500

Parks and Recreation

Journal Number # 2021-12-264 Date Executed: 09/16/2021

To transfer funds from Parks & Recreation (AA360572) - Dues & Memberships (554201) to Communication Services (541101) in the amount of \$600. Added service within Rotary has increased the funding need for this account. This transfer will cover the remainder of the fiscal year charges.

To transfer funds from Parks & Recreation (AA360572) - Computer Software (552106) to Operating Supplies (552108) in the amount of \$2,000. The Forest Community Center will use the funds to replace equipment needed for programming. This transfer will allow staff to replace equipment such as an air hockey table and fix the pool table at the facility.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 360	- 552106	Computer Software	\$2,000
From	0010	- 360	- 554201	Dues and Memberships	\$600
To	0010	- 360	- 552108	Operating Supplies	\$2,000
To	0010	- 360	- 541101	Communications Services	\$600

Parks and Recreation

Journal Number # 2021-12-276 Date Executed: 09/16/2021

To transfer funds from Parks & Recreation (AA360572) - Repairs/Maint. Building & Grounds (546101) to Operating Supplies (552108) in the amount of \$9,500. To purchase shooting lane shade covers structures for the Silver Springs Archery Range. This transfer will cover the remainder of the fiscal year charges.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 360	- 546101	Repairs and Maint Bldgs and Grnds	\$9,500
To	0010	- 360	- 552108	Operating Supplies	\$9,500

Bellevue Sportsplex

Journal Number # 2021-12-271 Date Executed: 09/16/2021

To transfer funds from Bellevue Sportsplex (AA363572) - Gasoline, Oil & Lubricants (552101) to Repairs/Maint. Buildings & Grounds (546101) in the amount of \$1,000. Bellevue Sportsplex needed emergency electrical repairs to several field lights and did not have enough funding in the line item to cover the expense. This transfer will cover the remainder of the fiscal year charges.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 363	- 552101	Gasoline Oil and Lubricants	\$1,000
To	0010	- 363	- 546101	Repairs and Maint Bldgs and Grnds	\$1,000

Bellevue Sportsplex

Journal Number # 2021-12-704 Date Executed: 09/23/2021

To transfer funds from Bellevue Sportsplex (AA363572) - Repairs/Maint. Equipment (546311) in the amount of \$10 to Utility Services Electric Water & Sewer (543101) in the amount of \$10. The Bellevue Sportsplex final electric bill for the fiscal year will cause the account to be over by \$10. This transfer will cover all current and pending charges for the remainder of the fiscal year.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 363	- 546301	Repairs and Maint Equipment	\$10
To	0010	- 363	- 543101	Utility Services Elc Wtr Swr	\$10

TMF Transportation Planning Organization

TPO Transportation Disadvantaged

Journal Number # 2021-12-183 Date Executed: 09/16/2021

Reappropriation of \$25 from Professional Services (531109) to Computer Software (552106). This will cover the cost of using survey monkey to complete public survey for transportation disadvantaged.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1029	- 409	- 531109	Professional Services	\$25
From	1029	- 409	- 531109	Professional Services	\$25
To	1029	- 409	- 552106	Computer Software	\$25
To	1029	- 409	- 552106	Computer Software	\$25

Marion County Airport Fund

Marion County Airport

Journal Number # 2021-12-281 *Date Executed:* 09/24/2021

Reappropriation from Repairs/Maint. Building & Grounds (546101) in the amount of \$5,200 and Repairs/Maint. Mowing Equipment (546311) in the amount of \$2,500 to Operating Supplies (552108) in the amount of \$7,700. Reappropriation from Office Supplies (551101) to Travel & Per Diem (540101) in the amount of \$300 and from Repairs/Maint. Equipment (546301) to Clothing and Wearing Apparel (552107) in the amount of \$300 for a total of \$8,300. The Airport expenses in these accounts have risen due to an increase of operational enhancements at the Airport, training opportunities, travel, and safety attire for staff. This transfer will cover all current and pending charges for the remainder of the fiscal year.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1035	- 415	- 546301	Repairs and Maint Equipment	\$300
From	1035	- 415	- 551101	Office Supplies	\$300
From	1035	- 415	- 546311	Repairs and Maint Mowing and Equipment	\$2,500
From	1035	- 415	- 546101	Repairs and Maint Bldgs and Grnds	\$5,200
To	1035	- 415	- 552108	Operating Supplies	\$7,700
To	1035	- 415	- 552107	Clothing and Wearing Apparel	\$300
To	1035	- 415	- 540101	Travel and Per Diem	\$300

Parks and Recreation Fees Fund

Parks and Recreation Fees

Journal Number # 2021-12-188 *Date Executed:* 09/16/2021

To transfer funds from Parks & Recreation Fees Fund (CR362572) - Repairs/Maint. - Building & Grounds (546101) in the amount of \$9,500 to Other Current Charges - Misc. Expenses (549990) the amount of \$9,500. The funds will be used to cover the additional expenses for the software program Activenet the Department uses for program registration. This transfer will cover all current and future charges throughout the remainder of the fiscal year.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1081	- 362	- 546101	Repairs and Maint Bldgs and Grnds	\$9,500
To	1081	- 362	- 549990	Other Current Charges Misc Expenses	\$9,500

Parks and Recreation Fees

Journal Number # 2021-12-265 *Date Executed:* 09/16/2021

To transfer funds from Parks & Recreation Fees Fund (CR362572) - Merchandise For Resale (552310) to Operating Supplies (552108) in the amount of \$1,500. The funds will cover recreation program expenses from summer camp and supplies needed at the facility. This transfer will cover the remainder of the fiscal year charges.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1081	- 362	- 552310	Merchandise for Resale	\$1,500
To	1081	- 362	- 552108	Operating Supplies	\$1,500

Medical Examiner Fund

Medical Examiner

Journal Number # 2021-12-883 *Date Executed:* 09/30/2021

The Medical Examiner's door was broken and required repair/replacement. Their staff reached out in May to vendors to obtain quotes in order to follow the Procurement policies. In doing so, they received quotes in June. Once the vendor was obtained to start work, they had to wait for the arrival of the door to replace, which delayed the repairs until August/September. The door has finally been replaced and is in working condition. However, there is only \$6,193 remaining in the Repairs/Maintenance of Buildings and Grounds line item to pay the over \$10,000 invoice. There are available funds in Repairs/Maintenance of Equipment to cover the costs for this final invoice out of the Medical Examiner's Fund.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1091	- 132	- 546301	Repairs and Maint Equipment	\$4,630
To	1091	- 132	- 546101	Repairs and Maint Bldgs and Grnds	\$4,630

Fire Rescue and EMS Fund

Fire Rescue Services

Journal Number # 2021-12-179 *Date Executed:* 09/09/2021

The Training Division needs to purchase junk cars, materials, etc. for the training of the new hire class so they can learn extrication techniques and perform live burns, etc. There are funds available in the Other Current Charges - Volunteer Firefighter account (549182) to use for the new hire class due to fewer volunteers applying this year for their incentives.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1120	- 300	- 549182	Other Current Charges Volunteer Firefighter	\$8,000
To	1120	- 300	- 555301	Training Materials and Supplies	\$8,000

Fire Rescue Services

Journal Number # 2021-12-685 *Date Executed:* 09/17/2021

The Training Division is in need of funds to purchase junk cars, materials, etc. for the training of the new hire classes as we are working on being fully staffed. There are funds available in the Printing and Binding line item 547101 to use for the new hire class in order to get enough materials for their trainings before the fiscal year end.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1120	- 300	- 547101	Printing and Binding	\$2,200
To	1120	- 300	- 555301	Training Materials and Supplies	\$2,200

Stormwater Program

Stormwater Program

Journal Number # 2021-12-1100 *Date Executed:* 09/27/2021

Reappropriation of \$500 from EK430538-552107 Clothing & Wearing Apparel to EK430538-541101 Communication Services. Due to an increase in staff, there is a shortfall in 541101 for the final Verizon bill of FY 21. The funds will be transferred from 552107, as this account is sufficiently funded for the remainder of the FY.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1131	- 430	- 552107	Clothing and Wearing Apparel	\$500
To	1131	- 430	- 541101	Communications Services	\$500

Rainbow Lakes Estates MSD

Rainbow Lakes Estates General Government

Journal Number # 2021-12-1180 *Date Executed:* 09/28/2021

Rainbow Lakes Estates General Gov't (Org HA500519) is requesting a transfer of funds in the amount of \$3,205 from 531109 (Professional Services) to 534101(Contract Service - Other- Misc) to cover the cost of invoices from Resource Government Services for the remainder of this fiscal year. This will be a one time change

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1300	- 500	- 531109	Professional Services	\$3,205
To	1300	- 500	- 534101	Contract Serv Other Misc	\$3,205

Solid Waste Disposal Fund

Solid Waste Disposal

Journal Number # 2021-12-687 *Date Executed:* 09/23/2021

During August, there were two pieces of equipment which needed to be sent out for repair in Disposal. One repair to one of the front end loaders was over \$35,000, and the other was an engine repair on the CAT of over \$17,000. Solid Waste was unable to secure a grant for reimbursing citizens for purchasing Bear Cans in FY2021, so we will not be able to use the non-grant portion of the funds in this budget. Combined some contractual services to save expense for the balance of the transfer. This is a one-time request.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	4010	- 423	- 552118	Operating Supplies Bear Cans	\$7,200
From	4010	- 423	- 534101	Contract Serv Other Misc	\$2,799
To	4010	- 423	- 546257	Repairs and Maint Fleet Management	\$9,999

Solid Waste Disposal

Journal Number # 2021-12-1395 *Date Executed:* 09/30/2021

Fleet Repairs and Maintenance for the Disposal organization are increasing due to the aging equipment, and supply issues due to COVID has caused outsourcing of repairs. Due to COVID, prices of repair parts are also increasing. However, there has not been the need to use funds in the Contract Services, as Solid Waste was able to combine leachate management, transportation and disposal to save budgeted expenses. This is a one-time request.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	4010	- 423	- 534101	Contract Serv Other Misc	\$5,000
To	4010	- 423	- 546257	Repairs and Maint Fleet Management	\$5,000

Solid Waste Collection

Journal Number # 2021-12-714 *Date Executed:* 09/23/2021

Increased fuel costs, and increased usage of vehicles could require additional funding for the Litter organization. There has not been the normal need for repairs to buildings and grounds as expected when budgets were prepared. This amendment is needed to ensure available funding. This is a one-time request.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	4010	- 425	- 546101	Repairs and Maint Bldgs and Grnds	\$5,000
To	4010	- 425	- 552101	Gasoline Oil and Lubricants	\$5,000

Solid Waste Collection

Journal Number # 2021-12-1126 Date Executed: 09/29/2021

With the increase in Community Service Workers (CSWs) and inmate litter crews, more supplies (gloves, trash bags, PPE) were needed than were budgeted. Due to COVID, pricing on some of these items also increased. However, to fund the increase under Operating Supplies, because there were not as many contracted litter crews utilized during the pandemic there was a reduction in the need to incur these expenses under Contract Services. This is a one-time request.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	4010	- 425	- 534101	Contract Serv Other Misc	\$5,000
To	4010	- 425	- 552108	Operating Supplies	\$5,000

Solid Waste Recycling

Journal Number # 2021-12-771 Date Executed: 09/23/2021

With the increased usage of the recycling centers during the past year and a half, operating supplies were used more than expected. Due to Covid, planned repairs and maintenance of buildings were not completed. This is a one-time request.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	4010	- 427	- 546101	Repairs and Maint Bldgs and Grnds	\$5,000
To	4010	- 427	- 552108	Operating Supplies	\$5,000

Solid Waste Recycling

Journal Number # 2021-12-1095 Date Executed: 09/29/2021

With the increased amount of electronics being recycled, the recycling vendor has to provide additional pick-ups to collect the materials at Solid Waste Recycling Facilities. The additional pick-ups have increased the annual amount under Contract Services. However, due to COVID, planned repairs and maintenance of equipment were not scheduled and completed as planned in the annual budget. This is a one-time request.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	4010	- 427	- 546301	Repairs and Maint Equipment	\$6,500
To	4010	- 427	- 534101	Contract Serv Other Misc	\$6,500

Marion County Utility Fund

Utilities Management

Journal Number # 2021-12-363 Date Executed: 09/17/2021

Service hours for Armed Courier services have increased more than expected during the fiscal year. Due to some in-house work on converting Marion Utilities to Tyler, there are extra funds available in Contract Services. This amount is needed to ensure funds are available to pay the September invoice. This is a one-time request.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	4520	- 440	- 534101	Contract Serv Other Misc	\$75
To	4520	- 440	- 534108	Contract Serv Wells Fargo	\$75

Utilities Management

Journal Number # 2021-12-688 Date Executed: 09/17/2021

During August, meter crew spent an unusual amount of driving finding meters. Due to work within IT and Utilities Admin, did not need the assistance of outside professional resources to transfer utilities accounts to Tyler as budgeted. This is a one-time request.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	4520	- 440	- 531109	Professional Services	\$5,000
To	4520	- 440	- 552101	Gasoline Oil and Lubricants	\$5,000

Utilities Management

Journal Number # 2021-12-1077 Date Executed: 09/29/2021

Postage rates have increased during the Fiscal 20/21, and there were additional mailings related to the Marion Utilities Inc. acquisition. Need to replenish the Postage Deposit account. However, since internal staff from IT and Utilities Admin were able to complete Tyler related tasks, the budgeted item in Professional Service to support assistance from an outside professional resource was not needed to transfer utilities accounts to Tyler. This is a one-time request.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	4520	- 440	- 531109	Professional Services	\$2,500
To	4520	- 440	- 542201	Postage and Freight	\$2,500

Utilities Water System

Journal Number # 2021-12-542 Date Executed: 09/17/2021

Rebuild of Turning Point and Pine Ridge wells included with the purchase of Marion Utilities were quoted higher than expected. Water Tank maintenance service contracts have not been needed as budgeted. This is a one-time request.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	4520	- 442	- 534101	Contract Serv Other Misc	\$8,000
To	4520	- 442	- 546301	Repairs and Maint Equipment	\$8,000

Utilities Wastewater System

Journal Number # 2021-12-689 Date Executed: 09/23/2021

During August, fleet repairs in Wastewater were unusually high. While the total was just over \$19,000, this is more than 2 times the normal expense, including repairs on 2 vehicles at more than \$3,200 each. Electric expenses were less than expected in FY2021. This is a one-time request.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	4520	- 445	- 543101	Utility Services Elc Wtr Swr	\$9,750
To	4520	- 445	- 546257	Repairs and Maint Fleet Management	\$9,750