

# MARION COUNTY BOARD OF COUNTY COMMISSIONERS

## ADMINISTRATIVE BUDGET TRANSFER REPORT

01/23/2026 to 02/05/2026

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 #* 2026-5-35                      *Date Executed:* 02/02/2026

The transfer is to cover the Adobe licenses that Admin uses through-out the year. The money will be used to cover the outstanding balance.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 105	- 552101	Gasoline Oil and Lubricants	\$400
To	0010	- 105	- 552106	Computer Software	\$400

**Public Relations**

*Journal Number #* 2026-4-1043                      *Date Executed:* 01/28/2026

The current expenditure budget appropriation is inadequate because a new employee requires a computer, and the existing budget does not include sufficient funds within the appropriate account to support this purchase. Once approved, IT will proceed with acquiring the necessary equipment. To address the shortfall, funds are being reallocated from the Operating Supplies account to the Operating Supplies - Computer Hardware account to cover the cost of the computer. This is a non recurring purchase.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 106	- 552108	Operating Supplies	\$2,300
To	0010	- 106	- 552116	Operating Supplies Computer Hardware	\$2,300

**Public Relations**

Journal Number # 2026-4-1358 Date Executed: 01/28/2026

The current expenditure budget appropriation is inadequate because two employees require Apple Magic Trackpads to improve the efficiency of their daily work, and the existing budget does not contain sufficient funds within the appropriate account to support this purchase. To address this need, funds are being reallocated from Operating Supplies to Operating Supplies – Computer Hardware to cover the cost of the trackpads. This is a non recurring issue.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 106	- 552108	Operating Supplies	\$239
To	0010	- 106	- 552116	Operating Supplies Computer Hardware	\$239

**Public Relations**

Journal Number # 2026-5-33 Date Executed: 02/02/2026

The transfer is to cover the Adobe licenses that PR uses through-out the year. The money will be used to cover the outstanding balance.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 106	- 551101	Office Supplies	\$310
To	0010	- 106	- 552106	Computer Software	\$310

**Public Relations**

Journal Number # 2026-5-34 Date Executed: 02/02/2026

The transfer is to cover speakers that were purchased for editing purposes. They were needed as the old speakers were cutting in and out making it hard to hear what was needed.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 106	- 551101	Office Supplies	\$94
To	0010	- 106	- 552108	Operating Supplies	\$94

**Procurement Services**

Journal Number # 2026-5-24 Date Executed: 02/04/2026

Legal Ads is being reduced as the County has changed how we process legal ads county wide; moving funds into Training & Education and Travel & Per Diem to cover training opportunities for PCA group and Operations Coordinator. Utilizing funds that will not be used due to process changes, training opportunities arose for Contract Analyst's and Operations Coordinator, the department wants to take advantage of.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 176	- 549201	Advertising Legal	\$2,500
From	0010	- 176	- 554101	Books Publications and Subscriptions	\$3,500
To	0010	- 176	- 555501	Training and Education	\$2,500
To	0010	- 176	- 540101	Travel and Per Diem	\$3,500

**Southeastern Livestock Pavilion**

Journal Number # 2026-5-36 Date Executed: 02/02/2026

The Southeastern Livestock Pavilion (SELP) is requesting to transfer funds from Operating Supplies to Contracted Services to support temporary staffing services.

The Southeastern Livestock Pavilion is currently experiencing a staffing shortage due to one vacant position and another employee being placed on duty restrictions, which has significantly impacted daily operations. These circumstances were unanticipated during the budgeting process.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 370	- 552108	Operating Supplies	\$2,500
To	0010	- 370	- 534101	Contract Serv Other Misc	\$2,500