

MARION COUNTY BOARD OF COUNTY COMMISSIONERS

ADMINISTRATIVE BUDGET TRANSFER REPORT

04/23/2022 to 05/06/2022

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.

General Fund

Information Technology

Journal Number # 2022-7-1142 Date Executed: 04/25/2022

For the current fiscal year 2022, an Administrative transfer is requested to fund rental costs in the amount of \$500 to rent sound and other equipment. Information Technology is requesting the funds to be transferred from AA174516 - 531109 (Professional Services) to AA174516 - 544101 (Rentals & Leases - Equipment) to cover future rental expenses.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 174	- 531109	Professional Services	\$500
To	0010	- 174	- 544101	Rentals and Leases Equipment	\$500

Animal Services

Journal Number # 2022-8-58 Date Executed: 05/02/2022

Transferring funds within Animal Services current budget. Additional funds are needed due to having to send several cruelty cases off for necropsies. Funds are also needed for computer software for web chameleon which is a new software.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0010	- 315	- 555301	Training Materials and Supplies	\$380
From	0010	- 315	- 546101	Repairs and Maint Bldgs and Grnds	\$3,000
From	0010	- 315	- 552108	Operating Supplies	\$1,500
From	0010	- 315	- 555501	Training and Education	\$2,000
From	0010	- 315	- 552107	Clothing and Wearing Apparel	\$2,000
To	0010	- 315	- 552106	Computer Software	\$5,500
To	0010	- 315	- 531338	Prof Serv Miscellaneous	\$3,380

General Fund Grants

ESG Cares Program

Journal Number # 2022-8-282

Date Executed: 05/06/2022

An administrative transfer is needed to cover a shortage in our contract services account due to needing additional technical assistance from Cloudburst. They have submitted a proposal of \$19,120 that would take us through the end of the Fiscal Year. There are savings in travel and per diem, printing and binding, and books, publications and subscriptions accounts to cover the shortage in contract services.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	0016	- 347	- 540101	Travel and Per Diem	\$2,400
From	0016	- 347	- 547101	Printing and Binding	\$223
From	0016	- 347	- 554101	Books Publications and Subscriptions	\$116
To	0016	- 347	- 534101	Contract Serv Other Misc	\$2,739

Marion County Airport Fund

Marion County Airport

Journal Number # 2022-8-90

Date Executed: 05/03/2022

The Marion County Airport needs to hire an aviation consultant for an Independent Fee Estimate (IFE) as required by the Federal Aviation Administration (FAA). The IFE is for all upcoming FAA grant sponsored projects at the Marion County Airport such as a new parallel taxiway system, electric vault improvements and new airport beacon. This transfer of \$600 will bring the total available to \$2,400 to cover the expense for the services of the IFE.

	<u>Fund</u>	<u>Dept</u>	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From	1035	- 415	- 546101	Repairs and Maint Bldgs and Grnds	\$600
To	1035	- 415	- 534101	Contract Serv Other Misc	\$600

Solid Waste Disposal Fund

Solid Waste Collection

Journal Number # 2022-7-1091

Date Executed: 04/26/2022

Price increases and increased numbers of Community Service Workers (CSW's) has required the purchase of additional safety vests. Additionally, CSW's and drivers within the Litter/Collection organization (ZA425534) has required more safety gloves for daily work. The purchase of additional Grapple Trucks, as well as fairly quick turnaround for repairs when needed has limited the need to rent grapple trucks. This request is to move funds from Equipment Rentals (544101) to Operating Supplies (552119) within the Litter/Collections organization (ZA425534). 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	- 544101	Rentals and Leases Equipment	\$8,500
To	4010	- 425	- 552119	Operating Supplies - PPE	\$8,500

Marion County Utility Fund

Utilities Management

Journal Number # 2022-7-1123

Date Executed: 04/26/2022

Following the purchase of Marion Utilities, the plan was to have all of the accounts transferred from the Marion Utilities system to the Marion County Utilities system by the end of the first fiscal quarter (December 31). Due to issues with the conversion, that process took much longer than anticipated. As a result, credit card processing fees are more than budgeted. However, refunds for the Marion Utilities accounts are not as high as expected. This request is to move funds from Other Current Charges - Refunds (549112) to Other Current Charges - Misc Expenses (549990) in the Utilities Administration organization (ZF440536). 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	-	549112	Other Current Charges Refunds	\$5,000
To	4520	-	440	-	549990	Other Current Charges Misc Expenses	\$5,000

Utilities Management

Journal Number # 2022-8-57

Date Executed: 05/02/2022

Color copies have increased this year, due to the significant increase in line extensions and other CIP, and the need to print color documents for contractors and developers. There has been little need to repair equipment for Administration and Engineering. This request is to move funds from Repairs/Maintenance of Equipment (546301) to Equipment Rental (544101) in order to be able to adequately fund this increased usage. 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	-	546301	Repairs and Maint Equipment	\$1,000
To	4520	-	440	-	544101	Rentals and Leases Equipment	\$1,000