

City of Jacksonville, Florida
Request for Budget Transfer Form

Supervisor of Elections

Department or Area Responsible for Contract / Compliance / Oversight

N/A
Council District(s)

Reversion of Funds:

(if applicable)

N/A

Fund / Center / Account / Project * / Activity / Interfund / Future

N/A

Fiscal Yr(s) of carry over (all-years funds do not require a carryover)

Section of Code Being Waived (if applicable):

N/A

CIP (yes or no): NO

Justification for Waiver

Justification for / Description of Transfer:

As the host county for the October 2025 FCEP Session, the SOE was responsible for providing breakfast, lunch, snacks, beverages, and paper products in support of the training. FCEP has reimbursed the SOE for these expenses, which were initially charged to the Employee Training account. This transfer serves to allocate the reimbursed funds back to Employee Training account 555001.

Net Amount Appropriated and/or Transferred:

\$2,408.74

* This element of the account string is titled project but it houses both projects and grants.

CITY COUNCIL

Requesting Council Member:

CM's District:

Requesting Council Member:

CM's District:

Prepared By:

Ordinance:

OFFICE OF THE MAYOR

☒ BUDGET ORDINANCE ☒ TRANSFER DIRECTIVE

TD / BT Number:

7026-060

BT 26-031

Date Rec'd.	Date Fwd.	Approved	Disapproved
11/13/25		Jerry Holland	
11-20-25	11/20/25	Donna Deegen	
11-19-25	12-4-25	Yolanda Negron-Carson	

Date of Action By Mayor:

Approved:

Division Chief:

Date Initiated: 11/13/25

Prepared By:

Yolanda Negron-Carson, Finance Officer

Phone Number: 904-255-3441

Initiated / Requested By (if other than Department):

Exhibit 1

Budget Transfer Line Item Detail

* This element of the account string is titled project but it houses both projects and grants.

Budget Officer Initials

TRANSFER FROM: (Revenue line items in this area are being appropriated and expense line items are being de-appropriated.)

Rev Exp	Fund Title	Activity / Grant / Project Title	Line Item / Account Title	Accounting Codes							
				Amount	Fund	Center	Account	Project *	Activity	Interfund	Future
Rev	General Fund Operating	SERE Registration - Other General Governmental	Miscellaneous Sales and Charges	\$2,408.74	00111	640001	369050	000000	00000000	000000	00000000
Total:				\$2,408.74							

TRANSFER TO: (Revenue line items in this area are being de-appropriated and expense line items are being appropriated.)

Rev Exp	Fund Title	Activity / Grant / Project Title	Line Item / Account Title	Accounting Codes							
				Amount	Fund	Center	Account	Project *	Activity	Interfund	Future
Exp	General Fund Operating	SERE Registration - Other General Governmental	Employee Training Expenses	\$2,408.74	00111	640001	555001	000000	00000000	000000	0000000
Total:				\$2,408.74							