

City of Jacksonville, Florida
Request for Budget Transfer Form

(16)
2-23-26

Tax Collector _____ Department or Area Responsible for Contract / Compliance / Oversight _____ Council District(s) _____
 Reversion of Funds: 00193-730001-341819-0000000-00000000-000000-00000000 Fund / Center / Account / Project * / Activity / Interfund / Future _____ 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
N/A

Justification for / Description of Transfer:
Request to appropriate funds received from landlord for Westside Tax Collector branch refurbishments. The lease agreement for the Westside location has a provision stating that the landlord shall provide the tenant (City of Jacksonville) with an upfront refurbishment allowance of \$32,500 for tenant's use towards the refurbishment of the premises between the 61st and 72nd month of the lease term.

Net Amount Appropriated and/or Transferred: \$32,500.00

* 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

Date Rec'd.	Date Fwd.	Approved	Disapproved
2-18-26		Sherry Hall	
2-18-26		Donna Deegan	
		Alyssa Parsons	
		2/24/26	

Date of Action By Mayor: FEB 23 2026 Approved: Sherry Hall
 Division Chief: _____ Sherry Hall
 Prepared By: _____ Kyle Thorpe
 Initiated / Requested By (if other than Department): _____

REVIEW COMMITTEE
 MAYOR'S BUDGET
 APPROVED BY
 DATE FEB 23 2026

TD / BT Number: BT26-052
 Approved: Donna Deegan
 Date Initiated: 2-18-26
 Phone Number: 904-255-5794

Budget Transfer Line Item Detail

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

Budget Office approval does not confirm; whether or not a grant requires a new 1Cloud grant number nor the availability or use of prior-year revenue and/or the use of fund balance appropriations in all-years subfunds.

_____ 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	Amount	Accounting Codes						
					Fund	Center	Account	Project *	Activity	Interfund	Future
REV	Tax Collector	TCSG Tax Collector Gen Operations- Financial and Administration	Tax Collector Miscellaneous Revenue	\$32,500.00	00193	730001	341819	000000	00000000	00000	00000000
Total:				\$32,500.00							

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	Amount	Accounting Codes						
					Fund	Center	Account	Project *	Activity	Interfund	Future
EXP	Tax Collector	TCSG Tax Collector Gen Operations- Financial and Administration	Repairs and Maintenance	\$32,500.00	00193	730001	546030	000000	00000000	00000	00000000
Total:				\$32,500.00							