

**City of Jacksonville, Florida
Request for Budget Transfer Form**

City Council
Department or Area Responsible for Contract / Compliance / Oversight

Countywide
Council District(s)

Reversion of Funds: _____ Fund / Center / Account / Project * / Activity / Interfund / Future
(if applicable) _____

N/A

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

Section of Code Being Waived (if applicable): _____ CIP (yes or no): No

Justification for Waiver _____

Justification for / Description of Transfer: _____

Transfer funds \$100,000 from Council Operating Contingency and \$61,073 from the Council President Contingency to Council Staff Services to increase pay range and provide funding for increases to salaries of Executive Council Assistants and the Secretary to President - City Council (effective December 30, 2023).

Net Amount Appropriated and/or Transferred: _____ \$161,073.00

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

CITY COUNCIL

Requesting Council Member: _____ CM Carrico
 Requesting Council Member: _____ CM District 4
 Prepared By: _____ CM's District: _____
 Ordinance: _____

OFFICE OF THE MAYOR

BUDGET ORDINANCE TRANSFER DIRECTIVE

Date Rec'd.	Date Fwd.	Approved	Disapproved

Department Head
 Mayor's Office
 Accounting Division
 Budget Division

TD / BT Number: _____

Date of Action By Mayor: _____ Approved: _____
 Division Chief: _____ Date Initiated: _____
 Prepared By: _____ Phone Number: _____
 Initiated / Requested By (if other than Department): _____

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	
				Total: \$161,073.00								
Exp	General Fund Operating	Council President Contingency	Contingency	\$61,073.00	00111	221004	599100	00000	00000000	00000	00000000	00000000
Exp	General Fund Operating	Council Operating Contingency	Contingency	\$100,000.00	00111	195001	599100	00000	00000375	00000	00000000	00000000

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	
				Total: \$161,073.00								
Exp	General Fund Operating	Council Staff Services	Permanent and Probationary Salaries	\$145,741.00	00111	221001	512010	00000	00000000	00000	00000000	00000000
Exp	General Fund Operating	Council Staff Services	Payroll Taxes FICA	\$888.00	00111	221001	521010	00000	00000000	00000	00000000	00000000
Exp	General Fund Operating	Council Staff Services	Medicare Tax	\$2,114.00	00111	221001	521020	00000	00000000	00000	00000000	00000000
Exp	General Fund Operating	Council Staff Services	Disability Trust Fund-ER	\$308.00	00111	221001	522070	00000	00000000	00000	00000000	00000000
Exp	General Fund Operating	Council Staff Services	GEPP Defined Contribution DC-ER	\$12,022.00	00111	221001	522130	00000	00000000	00000	00000000	00000000