



AGENDA ITEM COVERSHEET

PREPARED BY: Debbie Hall, Finance Director

DEPARTMENT: Finance

MEETING: Town Council – 2/10/2026

SUBJECT: Budget Amendments/Transfers

BACKGROUND:

I have received a couple of budget amendments and/or transfer requests. Transfers require only your notification whereas amendments require your approval. Listed below you will find a description of the amendment. I have also attached a copy of the supporting documentation for the appropriation.

Appropriations:

Appropriate \$91,613.97 from the General Fund fund balance to the General Fund wage and benefits line-items to fund up to an additional 2% Merit increase. The increase was approved by Town Council on January 13, 2026.

Appropriate \$25,270.00 from the Utility Fund fund balance to the Utility Fund wage and benefits line-items to fund up to an additional 2% Merit increase. The increase was approved by Town Council on January 13, 2026.

Transfers:

Transfer \$80 from account 10-410-012 Legislative Printing & Publishing from 10-410-039 Legislative Miscellaneous to cover line-item shortage.

BUDGET IMPACT:

Appropriations for the Merit increases will affect the General Fund and Utility Fund balances.

ACTION REQUESTED:

Approve the budget amendments and/or transfers as presented by the Finance Director.