



## AGENDA ITEM COVERSHEET

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**PREPARED BY:** Debbie Hall, Finance Director

**DEPARTMENT:** Finance

**MEETING:** Town Council – 6/14/2022

**SUBJECT:** Budget Amendments/Transfers

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### **BACKGROUND:**

I have received several budget amendments and/or transfer requests. As you know, transfers require only your notification whereas amendments require your approval. Listed below you will find a description of the amendments and/or transfers. I have also attached a copy of the supporting documentation for the appropriations.

### **Appropriations:**

Appropriate \$1,100,000 to revenue account 10-346-000 Occupancy Tax and expense account 10-630-074 Beach Maintenance Capital over \$10,000 to record carryover funds received and used for the purchase of 300+/- acres of real property at Freeman Park.

Appropriate \$13,175 from the Sale of Fixed Asset: \$11,950 to account 10-510-074 Police Capital Over \$10,000 to cover lease payments for Police vehicles and \$1,225 to account 10-510-017 Police M&O Repair-Vehicles to cover expenses for fleet maintenance and repairs.

### **Transfers:**

Transfer \$4,000 from account 10-510-014 Police Travel & Training to account 10-510-017 Police M&O Repair-Vehicles to cover expenses for fleet maintenance and repairs.

Transfer \$11,500; \$2,500 from 10-420-022 Executive M&O Computer Equipment; \$5,000 from 10-430-012 Clerk Printing & Publishing; \$2,000 from 10-430-023 Clerk M&O Software; \$2,000 from 10-430-014 Clerk Travel & Training to account 10-570-046 Parking Professional Service to transfer two year of unpaid citation data from T2 software to IPS software.

Transfer \$17,387 from 10-580-045 Environmental Contract Services to 10-630-046 Beach Maintenance Professional Services to cover unanticipated costs related to Freeman Park management.

Transfer \$705 from 10-420-045 Executive Contract Services to account 10-420-011 Executive Communications to cover expenses for the remainder of the fiscal year.

Transfer \$199,346 from account 10-580-045 Environmental Contract Services to account 10-570-046 Parking Professional Services to cover unexpected expenses related to parking management.

Transfer \$42,268 from account 10-580-045 Environmental Contract Services to account 10-410-046 Legislative Professional Services to cover unplanned legal expenses.

Transfer \$2,750 from account 10-440-036 Finance Bank Charges to account 10-440-045 Finance Contract Services to cover tax collection fees for the remainder of the fiscal year.

Transfer \$179,440.03 from account 27-003-090 Marina Phase III Contingency to 27-003-074 Marina Phase III Capital Over \$10,000 to cover construction and repair costs.

Transfer \$5,000 from account 10-565-017 GF Fleet M&O Vehicles and \$5,000 from account 10-565-021 GF Fleet M&O Tires to account 10-565-030 GF Fleet Gas & Diesel Fuel to cover increase in fuel costs.

Transfer \$2,700 from account 30-811-013 WWC Electric to account 30-813-016 WWC M&O Tires to cover increase in tire costs.

Transfer \$20,000 from account 30-811-026 WWC M&O Material and \$50,000 from account 30-811-013 WWC Electric to account 30-811-045 WWC Contract Services to cover costs of contractors performing utility work.

Transfer \$30,000 from account 30-812-046 Water Professional Services and \$15,000 from Water Chemical & Lab Fees to account 30-813-030 UF Fleet Gas & Diesel Fuel to cover increase in fuel costs.

Transfer \$50,000 from account WWC M&O Street Repairs and \$57,000 from account 30-811-020 WWC M&O Infrastructure to account 30-812-026 Water M&O Infrastructure to cover costs of materials for water system meters, brass components and MTU's.

Transfer \$2,000 from account 30-811-016 WWC M&O Equip to account 30-810-033 WWTP Supplies to cover increase in daily supplies cost.

Transfer \$24,000 from account 30-812-015 WWC M&O Buildings to account 30-810-047 WWTP Plant Renovations to cover increase cost in planned plant repairs.

Transfer \$15,000 from account 30-811-016 WWC M&O Equip to account 30-810-032 WWTP Chemical & Lab Fees to cover additional chlorine and sulfur dioxide.

Transfer \$10,500 from account 30-811-014 WWC Travel & Training to account 30-813-016 UF Fleet M&O Equip to cover increase repair costs.

**Annual Transfer:**

A journal entry has been prepared for the annual budgeted transfer from the Utility Fund to the General Fund in the amount of \$400,000.

**ACTION REQUESTED:**

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