

Debbie Hall

From: Sheila Nicholson <sheila.nicholson@carolinabeach.org>
Sent: Wednesday, July 22, 2020 8:42 AM
To: Debbie Hall <debbie.hall@carolinabeach.org>
Cc: Bruce Oakley <Bruce.Oakley@carolinabeach.org>
Subject: 19/20 Budget Transfer Request to Cover Cost of No Wake Sign Install

Debbie,

For FY 19/20, I am requesting a transfer of \$3,190 from 10-580-045 to 10-550-046 to cover additional Harbor Management fees; and a transfer of \$571 from 10-580-045 to account 10-550-075 to cover additional cost of installing No Wake signs and piles at the Town Marina.

If you have any questions, please let me know.

Thank you,

Sheila P. Nicholson

Executive Assistant to the Town Manager

Town of Carolina Beach

sheila.nicholson@carolinabeach.org

(910)458-2995

DISCLAIMER:

E-mail correspondence to and from this address may be confidential and/or subject to the North Carolina Public Records Law and may be disclosed to third parties.

Debbie Hall

From: Sheila Nicholson <sheila.nicholson@carolinabeach.org>
Sent: Thursday, July 23, 2020 4:45 PM
To: Debbie Hall <debbie.hall@carolinabeach.org>
Cc: Bruce Oakley <Bruce.Oakley@carolinabeach.org>
Subject: 19/20 Budget Transfer Request for 10-550-033 (Marina supplies)

Debbie,

To cover the cost of six (6) harbor regulatory signs (NO WAKE ZONE), please transfer \$380 from 10-420-014 to 10-550-033. This purchase occurred in budget year 19/20.

NOTE-original PO#201832 for \$400 did not cover for all signs; this transfer will cover shortage.

If you have any questions, just let me know.

Thank you,

Sheila P. Nicholson

Executive Assistant to the Town Manager

Town of Carolina Beach

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Debbie Hall

From: Sheila Nicholson
Sent: Thursday, July 30, 2020 10:53 AM
To: Debbie Hall
Cc: Bruce Oakley
Subject: Budget Transfer Request 10-410

Debbie,
Please transfer \$16,676.13 from 10-420-051 to account 10-410-046 to cover unanticipated legal expenses for BY 19/20.

If you have any questions, please let me know.

Thank you,

Sheila P. Nicholson

Executive Assistant to the Town Manager
Town of Carolina Beach
sheila.nicholson@carolinabeach.org
(910)458-2995

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Debbie Hall

From: Sheila Nicholson
Sent: Wednesday, August 5, 2020 4:17 PM
To: Debbie Hall
Cc: Bruce Oakley
Subject: 19/20 Budget Transfer Request for 10-570-046 (T2)

Debbie,

Due to some confusion with invoices and credits from T2, it has been determined that we still owe them money for our subscription renewal in February 2020. To cover that cost, please transfer \$5,550.00 from 10-420-014 to 10-570-046.

Please note that the funds were originally encumbered in PO#200272, but due to multiple incorrect invoices and credits with our account using old contract terms, when final bill for BY 19/20 was paid, I asked Linsey to close out the PO (leaving a balance of just over \$8,100). It appears those funds are no longer available, thus requiring the transfer request.

If you have any questions, please let me know.

Thank you,

Sheila P. Nicholson

Executive Assistant to the Town Manager
Town of Carolina Beach
sheila.nicholson@carolinabeach.org
(910)458-2995

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Fund Or Attrib	Type	Dept Desc	Disp Acct	Budget	YTD	Variance
Fund Or Attrib: 30 Utilities Fund						
Type: Expenses						
30 Utilities Fund	Expenses	Wastewater Treatment	30-810-013 Electric	\$122,000.00	\$129,252.78	(\$7,252.78)
30 Utilities Fund	Expenses	Wastewater Collection	30-811-013 Electric	\$94,000.00	\$32,311.07	\$61,688.93
30 Utilities Fund	Expenses	Water	30-812-013 Electric	\$72,000.00	\$76,764.60	(\$4,764.60)
30 Utilities Fund	Expenses	Stormwater Drainage	30-900-013 Electric	\$13,500.00	\$9,009.17	\$4,490.83
				\$301,500.00	\$247,337.62	\$54,162.38
				\$301,500.00	\$247,337.62	\$54,162.38

LeAnn Pierce
Mayor

Steve Shuttleworth
Council Member

Lynn Barbee
Council Member



Jay Healy
Mayor Pro Tem

JoDan Garza
Council Member

Ed H. Parvin
Interim Town Manager

Town of Carolina Beach
1121 N. Lake Park Blvd.
Carolina Beach, NC 28428
Tel: (910) 458-2999
Fax: (910) 458-2997

To: Debbie Hall
From: Mark Meyer
Re: Budget transfer
Date: July 30th, 2020

Budget transfer \$ 183 total

From: 30-800-012 (printing and publishing)

To: 30-800-011 (communications – phone/cell/data)

Explanation: This transfer is to cover the overage in communications of \$182.35

LeAnn Pierce
Mayor

Steve Shuttleworth
Council Member

Lynn Barbee
Council Member



Jay Healy
Mayor Pro Tem

JoDan Garza
Council Member

Ed H. Parvin
Interim Town Manager

Town of Carolina Beach
1121 N. Lake Park Blvd.
Carolina Beach, NC 28428
Tel: (910) 458-2999
Fax: (910) 458-2997

To: Debbie Hall
From: Mark Meyer
Re: Budget transfer
Date: July 30th, 2020

Budget transfer \$ 5,411.00 total

From: 30-812-016 (Maint and Repair Equip)

To: 30-812-045 (Contract services)

Explanation: This transfer is to cover the overage in Contract Services