



## AGENDA ITEM COVERSHEET

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

**DEPARTMENT:** Finance

**MEETING:** Town Council – 6/13/2023

**SUBJECT:** Budget 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.

#### **Transfers:**

Transfer \$775 from account 10-420-033 Executive Supplies to account 10-550-033 Marina Supplies to cover year end expenses related to the Marina.

Transfer \$800 from 10-430-012 Clerk Printing & Publishing to account 10-430-045 Clerk Contract Services to cover additional cost of meeting minute transcription services.

Transfer \$10 from account 10-440-033 Finance Supplies to account 10-440-012 Finance Printing & Publishing to cover copy machine color copy overages.

Transfer \$5,000 from account 10-510-011 Police Communications-Phone/Cell/Data to account 10-510-017 Police M&R- Vehicles to cover fleet maintenance and potential repairs for the remainder of the fiscal year.

Transfer \$30,000 from account 30-810-050 WWTP Rental of Property; \$23,900 from account 30-810-047 WWTP Plant Renovation; \$30,000 from account 30-810-046 WWTP Professional Services; \$41,000 account 30-812-019 Water M&O Streets; \$5,000 from account 30-800-014 W&S Admin Travel; \$3,150.0 from account 30-800-16 W&S Admin M&O Equipment to account 30-810-045 WWTP Contract Services to cover increase in sludge removal cost.

Transfer \$1,500 from account 30-810-015 WWTP M&O Building to account 30-810-033 WWTP Supplies to cover line-item shortage.

Transfer \$15,700 from account 30-811-019 WWC M&O Streets to account 30-810-018 WWTP Grounds to cover cost of ground maintenance and clearing of MOTSU property.

Transfer \$14,000 from account 30-811-019 WWC M&O Streets to account 30-810-016 WWTP Equipment to cover cost of equipment maintenance.

Transfer \$150 from account 30-810-014 WWTP Travel to account 30-810-011 WWTP Communications to cover increase in cell phone cost.

Transfer \$1,200 from account 30-811-019 WWC M&O Street to account 30-812-033 Water Supplies to cover cost of water supplies.

Transfer \$22,928 from account 30-811-019 WWC M&O Streets to account 30-812-026 Water M&O Materials to cover increase cost of water materials.

Transfer \$30,285 from account 30-812-016 Water M&O Equipment to account 30-812-020 Water Infrastructure to cover cost of water infrastructure materials.

Transfer \$27,200 from account W&S Fleet M&O Vehicles and \$8,000 from account 30-812-067 Water Well Upgrades to account 30-813-016 W&W Fleet Equipment to cover line-item shortage.

Transfer \$1,600 from account 10-565-017 GF Fleet M&O Vehicles to account 10-565-016 GF Fleet M&O Equipment to cover additional cost of equipment repairs.

**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 \$750,000.

**ACTION REQUESTED:**

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