



AGENDA ITEM COVERSHEET

PREPARED BY: Debbie Hall, Finance Director

DEPARTMENT: Finance

MEETING: Town Council – 4/9/2024

SUBJECT: Budget Amendments/Transfers

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:

Transfers:

Transfer \$240 from account 10-420-033 Executive Supplies to account 10-420-023 Executive M&O Software to cover cost of Adobe Acrobat Pro for Duty Manager.

Transfer \$2,509 from account 10-420-090 Executive Contingency to account 10-410-005 Legislative FICA tax to cover line-item shortage.

Transfer \$18,075 from account 30-900-046 Stormwater Professional Services; \$15,000 to account 30-900-003 Stormwater Overtime Pay; \$1,147.50 to account 30-900-005 Stormwater FICA and \$1,927.50 to account 30-900-007 Stormwater Retirement to cover cost for the remainder of the fiscal year.

Transfer \$3,500 from account 30-812-045 Water Contract Services to account 30-800-045 W&S Admin Contract Services to cover work on water projects.

Transfer \$3,500 from account 30-800-014 W&S Admin Travel & Training to account 30-800-046 W&S Admin Professional Services to cover increase of Well 15H drawdown testing.

Transfer \$22,000 from account 30-812-045 Water Contract Services to account 30-812-026 Water M&O Materials to cover water equipment maintenance and repair.

Transfer \$12,010.83 from account 30-811-045 WWC Contract Services to account 30-811-074 WWC Capital Projects over \$10,000 to cover additional cost to replace lift station #5.

Transfer \$1,250 from account 30-810-045 WWTP Contract Services to account 30-810-011 WWTP Communications/Cell Phones to cover line-item shortage.

Transfer \$1,500 from account 30-810-045 WWTP Contract Services to account 30-810-032 WWTP Chemical & Lab Fees to cover line-item shortage.

Transfer \$21,690 from account 30-810-045 WWTP Contract Services; \$18,000 to account 30-810-003 WWTP Overtime; \$1,377 to account 30-810-005 WWTP FICA and \$2,313 to account 30-810-007 WWTP Retirement to cover overtime pay for the remainder of the fiscal year.

Transfer \$5,000 from account 30-813-021 W&S Fleet Tires to account 30-810-016 WWTP M&O Equipment to cover repairs and the treatment plant.

Transfer \$1,500 from account 30-810-045 WWTP Contract Services to account 30-810-032 WWTP Small Tools & Equipment line-item shortage.

Transfer \$19,311.90 from account 23-013-074 Revenue Bond Tradewinds Sewer Capital Project over \$10,000 and \$8,512.10 from account 23-002-046 Revenue Bond Phase C Professional Services to account 23-014-074 Revenue Bond WWTP Oxidation Ditch Capital Project over \$10,000 to complete the project.

ACTION REQUESTED:

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