

## Debbie Hall

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**From:** Ed Parvin  
**Sent:** Friday, June 26, 2020 3:34 PM  
**To:** Debbie Hall  
**Cc:** Brian Stanberry  
**Subject:** budget transfer

Debbie,

I talked to Brian and no issues on his end with this transfer.

Transfer \$3,000 from 10-580-018 to 10-550-075

This will cover the overage for moving piles at the Town Marina.

V/R,

**Ed H. Parvin**  
**Assistant Manager**

910 465 2766

[ed.parvin@carolinabeach.org](mailto:ed.parvin@carolinabeach.org)



1121 North Lake Park Blvd.  
Carolina Beach, NC 28428

[www.CarolinaBeach.org](http://www.CarolinaBeach.org)

**From:** Ed Parvin <ed.parvin@carolinabeach.org>  
**Sent:** Monday, July 6, 2020 3:31 PM  
**To:** Sheila Nicholson <sheila.nicholson@carolinabeach.org>; Debbie Hall <debbie.hall@carolinabeach.org>  
**Cc:** Brian Stanberry <brian.stanberry@carolinabeach.org>  
**Subject:** harbor management

Debbie,

Please transfer \$2,125 from 10-580-045 to 10-550-046. I've reviewed this with Brian and he is confident that there will be additional funds to cover this cost. Thank you!

V/R,

**Ed H. Parvin**  
**Assistant Manager**

910 465 2766  
[ed.parvin@carolinabeach.org](mailto:ed.parvin@carolinabeach.org)



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## Debbie Hall

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**From:** Sheila Nicholson  
**Sent:** Friday, June 12, 2020 9:56 AM  
**To:** Debbie Hall  
**Cc:** Bruce Oakley; Brian Stanberry  
**Subject:** REVISED-Budget Transfer Request to cover funding for parking/FP management fees

Debbie,  
Please process a budget transfer from account 10-580-045 to the following accounts:

10-570-046: \$37,752  
10-630-046: \$44,400

These funds will cover estimated costs for parking and Freeman Park management fees for the remainder of the current budget year (19/20) and shortages in funding that currently exist.

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](mailto:sheila.nicholson@carolinabeach.org)  
(910)458-2995

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LeAnn Pierce  
Mayor

Steve Shuttleworth  
Council Member

Lynn Barbee  
Council Member



Jay Healy  
Mayor Pro Tem

JoDan Garza  
Council Member

Bruce Oakley  
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, Finance Director  
Bruce Oakley, Town Manager

From: Eric Jelinski, Parks and Recreation Director

Date: 6/30/2020

Re: Budget Transfers

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I am requesting the below budget transfers for the FY 19/20 Parks and Recreation Department budget. If you have any questions regarding the below transfers, please let me know.

Account	Amount	Transfer to Account	Reason
10-620-014	2,423.64	10-620-015	Overage due to Recreation Center renovation projects.
10-620-066	3,139.70	10-620-018	Overage due to additional LED lights at tennis court, skate park, and basketball court. We did receive a Duke Energy rebate for a portion of the additional cost.
10-620-066	154.43	10-620-023	Small overage due to increase in software fees
10-620-066	135.80	10-620-033	Small overage for Rec Center janitorial supplies
10-620-066	1,914.79	10-620-074	Overage for additional bollard and fencing at Ryder Lewis Park
10-620-066	180.00	10-620-075	Small overage for ball field storage shed at Mike Chappell Park.

# Interoffice


**TO:** Debbie Hall, Finance Director  
**FROM:** Jeremy Hardison, Director of Planning & Development (Andrea Deopp-Norris)  
**SUBJECT:** Budget Transfer  
**DATE:** July 2, 2020

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Respectfully request Budget Transfer for the following:

**\$59.00** FROM: 10-491- 033 TO: 10-491-074

Moving the requested funds will cover the overage on Decals for the Code Enforcement Vehicle.

Signature: JEREMY HARDISON (OUT OF OFFICE) Date: 7/2/20  


Thank You,  
Andrea Deopp-Norris

## Debbie Hall

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**From:** Sheila Nicholson  
**Sent:** Thursday, July 2, 2020 1:16 PM  
**To:** Debbie Hall  
**Cc:** Bruce Oakley  
**Subject:** Budget Transfer Requests-end of year 19/20

Debbie,

To cover shortages in funding, please make the following budget transfers:

- \$120 from 10-420-014 to 10-420-022 (computer maintenance and repairs needed)
- \$142 from 10-420-014 to 10-420-023 (computer software)
- \$ 84 from 10-570-074 to 10-570-018 (parking grounds and maintenance fees)

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](mailto:sheila.nicholson@carolinabeach.org)

(910)458-2995

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Joe Benson  
*Mayor*

Steve Shuttleworth  
*Council Member*

LeAnn Pierce  
*Council Member*



Tom Bridges  
*Mayor Pro Tem*

JoDan Garza  
*Council Member*

Michael Cramer  
*Town Manager*

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Tel: (910) 458-2999  
Fax: (910) 458-2997

To: Debbie Hall  
From: Mark Meyer  
Re: Budget transfer  
Date: July 2 , 2020

Budget transfer \$1,100

From: 30-812-049 (Water Postage)

To: 30-812-050 (Water Rental of Property)

Explanation: Cover the difference for rental property.

Mark Meyer

Director of Public Utilities