



Memorandum

To: Vidal Roman, Finance Director
CC: Mike Perez, City Manager
CT **From:** Cesar Torres, Chief of Police
Date: February 11, 2025
RE: Budget Reclassification (Fund 10 & 11)

I am writing to requesting the reclassification of funds within our budget to accurately reflect our actual expenditures. Please see attached form with specific form with special details o line item transfers. The fund transfers will cover operational expenditures needed to sustain accurate and actual expenditures for Fund 10 and 11.

The details of the reclassification will cover the following:

- The monies need to be moved and placed in various accounts where we can have access to make purchases for Police Officers trainings, uniforms, and gear as needed.

This reallocation is needed to make sure that our financial records accurately represent our spending and assist in maintaining transparent and accountable financial practices.

Please let me know if you need any additional information or documentation to process this request. I appreciate your prompt attention to this matter and look forward to your confirmation.

If you have any questions please contact me at 956-358-2181.

CM