



# COUNCIL DECISION REQUEST

SUBJECT: Budget Adjustments

MEETING DATE: June 16, 2016

SUBMITTED BY: Hope Cribb, Finance Mgr. *hac*

SUBMITTAL TO AGENDA  
APPROVED BY TOWN MANAGER

AMOUNT BUDGETED:

EXPENDITURE REQUIRED:

\_\_\_\_\_ *[Signature]*

EXHIBITS (If Applicable, To Be Attached): Budget Transfer Request Form

### POSSIBLE MOTION

I move to approve the Budget Transfers as presented.

### SUMMARY OF THE BASIS FOR POSSIBLE MOTION:

These adjustments are necessary due to the pay out for the previous Town Manager's contract. At the time the budget was prepared there was no indication that this pay out would be necessary. There is excess budget capacity in the Law Enforcement Operations Department due to the fact that 30 sworn officers were budgeted but not all of those positions were filled within the year.

### PROS: \_\_\_\_\_

The budget for personnel expenditures in the Town Manager Department would no longer reflect a negative balance.

### CONS:

### FUNDING:

Acct:	Budget:	Available:	Expense:	Remaining:
Acct:	Budget:	Available:	Expense:	Remaining:
Acct:	Budget:	Available:	Expense:	Remaining:

FM: \_\_\_\_\_ Date: \_\_\_\_\_

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## TOWN OF PAYSON BUDGET TRANSFER REQUEST

FISCAL YEAR: 2015-16

DIVISION / DEPT. NAME: Town Manager

14-DIGIT ACCOUNT NUMBER	ACCOUNT DESCRIPTION	CURRENT BUDGETED AMOUNT	Amount of Increase or Decrease (Show decrease as minus)	NEW BUDGET AMOUNT
101-5-1405-00-5001	Salaries & Wages	136,100	138,900	275,000
101-5-1405-00-5501	FICA	10,100	4,400	14,500
101-5-1405-00-5700	Insurance	3,700	800	4,500
101-5-1405-00-5800	Workers Comp	700	2,800	3,500
101-5-2421-01-5001	LE Salaries	1,880,200	(138,900)	1,741,300
101-5-2421-01-5501	FICA	165,700	(4,400)	161,300
101-5-2421-01-5700	Insurance	194,200	(800)	193,400
101-5-2421-01-5800	Workers Comp	187,900	(2,800)	185,100
				0
				0
	<b>TOTAL</b>	<b>2,578,600</b>	<b>0</b>	<b>2,578,600</b>

**For transfer requests submitted between "Department Budget preparation" and June 30th, only:**  
Is this transfer already reflected in the EOY Estimate you provided during Budget Preparation? \_\_\_\_\_

**Reason this revision is necessary:**  
Due to pay out of previous Town Manager's contract  
\_\_\_\_\_  
\_\_\_\_\_

*If this revision is recurring, be sure to include it in your budget for the next fiscal year.*

\_\_\_\_\_  
(Signature of Requesting Manager) (Date)

\_\_\_\_\_  
(Signature of Department Head) (Date)

**APPROVALS:**

Chief Fiscal Office Hope Curb  
(Signature)

6-7-16  
(Date)

Town Manager \_\_\_\_\_  
(if applicable) (Signature)

\_\_\_\_\_  
(Date)