

REQUEST FOR TRANSFERS OF APPROPRIATION

To: Brookneal Town Council

Date: April 12, 2022

The following **Appropriation Transfers** are requested for **FY2022**:

<u>Category---Expense</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Rec/Cashier Salary—01-1203-1001	\$ 400.00	\$ 3,891.00	\$ 856.59
<u>Category---Expense</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Rec/Cashier SS/Med—01-1203-2001	\$ 35.00	\$ 302.00	\$ 69.91
<u>Category---Expense</u>	<u>DECREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Office Supplies—01-1227-5401	\$ 435.00	\$ 7,039.00	\$ 3,068.70

To account for increase to Receptionist/Cashier salary and medical and social security due to the increase in the minimum wage to \$11.00/hour on January 1, 2022

<u>Category---Expense</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Legal & Professional—01-1204-3002	\$ 2,000.00	\$ 6,021.00	\$ 0.00
<u>Category---Revenue</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Misc. Revenue—01-1899-1300	\$ 2,000.00	\$12,149.00	\$ N/A

To cover legal fees for real estate and personal property collections.

<u>Category---Expense</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Information Technology—01-1227-5403	\$ 500.00	\$ 4,826.00	\$ 330.00
<u>Category---Expense</u>	<u>DECREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Gen. Property-Rep & Maint.—01-4302-5407	\$ 500.00	\$ 4,255.00	\$ 3,112.15

To cover Town website maintenance.

<u>Category---Expense</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
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Postal Services—01-1228-5201	\$ 265.26	\$ 2,265.26	\$ 200.00
<u>Category---Expense</u>	<u>DECREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Contingency Fund—01-8102-7010	\$ 265.26	\$ 472.14	\$ 472.14

To cover the VRS local disability program line item which has gone over budget.

<u>Category---Expense</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Insurance--Gen. Liability —01-1229-5308	\$ 164.48	\$ 4,731.48	\$ 0.00
<u>Category---Expense</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Insurance—Auto—01-1229-5309	\$ 97.92	\$ 2,838.92	\$ 0.00
<u>Category---Expense</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Insurance—Property—01-1229-5310	\$ 1,685.68	\$24,685.68	\$ 0.00
<u>Category---Expense</u>	<u>DECREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Contingency Fund—01-8102-7010	\$ 472.14	\$ 0.00	\$ 0.00
<u>Category---Revenue</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
B/L Retail Sales—01-1203-0200	\$ 1,475.94	\$41,475.94	\$ N/A

To cover the increases in insurances that went over budget for FY22

<u>Category---Expense</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Sanitation—Worker’s Comp--01-4203-2011	\$ 502.00	\$ 2,369.00	\$ 0.00
<u>Category---Expense</u>	<u>DECREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
General Property Repairs—01-4302-5407	\$ 502.00	\$ 3,753.00	\$ 2,610.15

To cover the worker’s compensation insurance in sanitation that went over budget for FY22.

<u>Category---Expense</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Sanitation—Repairs & Maint.--01-4203-5407	\$ 500.00	\$ 8,897.00	\$ 165.60
<u>Category---Expense</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Sanitation--Fuel—01-4302-5409	\$ 2,000.00	\$ 8,500.00	\$ 1,645.16

<u>Category---Revenue</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
B/L Retail Sales—01-1203-0200	\$ 2,500.00	\$43,975.94	\$ N/A

To cover the fuel and repairs for the sanitation truck that have gone over budget for FY22.

<u>Category---Expense</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
Heating Service---01-4302-5102	\$ 1,113.92	\$ 4,697.14	\$ 0.00

<u>Category---Revenue</u>	<u>INCREASE</u>	<u>New Total</u>	<u>Balance in Account</u>
B/L Retail Sales—01-1203-0200	\$ 1,113.92	\$45,089.86	\$ N/A

To cover heating service fill up.

Respectfully requested by:

Treasurer

Date