

Olivehurst Public Utility District



Agenda Item Staff Report

Meeting Date: July 16, 2020

Item description/summary:

The OPUD Board of Directors authorized the General Manager to approve certain budget transfers on June 15, 2017. Included are changes between major object categories (i.e., salaries and benefits, materials, supplies and services) within a department and fund. All transfers of appropriations must be processed through the Financial Manager to assure that sufficient funding is available and must be approved, in writing, by the General Manager. Budget transfers within a department and fund which do not increase the total budget will be approved in advance by the General Manager and do not require the approval of the Board of Directors.

Fiscal Analysis:

The attached transfers move budget surplus between line items and do not increase the departments' 2019-20 budgets.

Employee Feedback

Sample Motion:

Information Item.

Prepared by: Karin Helvey – Financial Manager



BUDGET LINE ITEM TRANSFER REQUEST

FROM Account Number: 13-59300 TO Account Number: 13-59803 Dollar Amount: \$ 35,000.00

Need Basis:

This year UV cost has gone up a lot more than in past years. It is believed to have been caused by electrical problems which has been scheduled to be done this month.

Transfer Budget from O/S Services to Fuel in Collections

FROM Account Number: TO Account Number: Dollar Amount:

Need Basis:

FROM Account Number: TO Account Number: Dollar Amount:

Need Basis:

Date of Request: 6/2/2020

Requested by: Greg Axline

Approved By:

[Signature]
General Manager

Fiscal Year: 2019/20

Month: June

Transfer Request Posting Date:

6/3/20 *[Signature]*



BUDGET LINE ITEM TRANSFER REQUEST

FROM Account Number: 11.59502.00.0 TO Account Number: ~~11.59405.00.0~~ ¹⁰¹ 11.59501.00.0 Dollar Amount: \$ 80,000.00

Need Basis:

Move Budget from Benefits to Wages (Budget Amendment 2)

FROM Account Number: 11.59600.00.0 TO Account Number: 11.59405.00.0 Dollar Amount: \$ 25,000.00

Need Basis:

Move Budget from Unexpended Capital Outlay to cover Legal Expense

FROM Account Number: 11.59306.00.0 TO Account Number: 11.59501.00.0 Dollar Amount: \$ 10,000.00

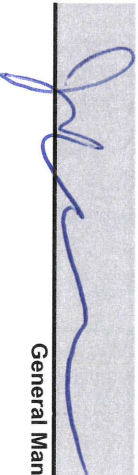
Need Basis:

Move Budget from Unexpended Outside Services to cover Payroll Taxes

Date of Request: 06/23/2020

Requested by: Karin Helvey

Approved By:


General Manager

Fiscal Year: 2019-20

Month: June

Transfer Request Posting Date: