



# Town of Holly Springs

## Town Council Meeting Agenda Form

Town Clerk's Office Use:	
<b>Agenda Item #:</b>	<b>9b</b>
<b>Attachment #:</b>	<b>8b</b>

Meeting Date: | April 17, 2018 |

Agenda Placement: | **Consent** |

(Special Recognitions (awards, proclamations), Requests & Communications (reports, information presentations), Public Hearings, Consent Agenda, Unfinished Business, New Business, Closed Session)

Subject Title: | **Monthly budget amendment report** |

Presenter(s): | **None** |

### SUBJECT HIGHLIGHTS:

Each month, the finance department provides a report to Council on operational budget amendments approved by the town manager or that are accomplished at the direction of the Council. Our budget ordinance mandates this regular report to the board and inclusion in the board's minutes.

So that these budget amendments can be entered properly into the minutes, they are being placed on the Consent Agenda as a report to be received by the Council, with no further action needed.

### Advisory board recommendation, if applicable:

N/a

### Staff recommendation, if applicable:

Receive report

### Action(s) requested or suggested motion(s):

None requested. Simply receive the report.

### Funds, if applicable, are to be appropriated from account(s) / line item(s):

N/a

### Staff Review Record

Are there exhibits for this agenda item? | **Yes** |

List them in order they should appear in packet: | **Budget Amendment Report** |

Department head initials and comments, if applicable: | **N/A** |

Finance director initials and comments, if applicable: | **mmh** |

Town attorney initials and comments, if applicable: | **N/A** |

Town manager initials and / or comments: | **cs by jp** |

Town clerk initials: | **jp** |

Town of Holly Springs  
**Budget Amendments Report**

From Date: 3/1/2018 - To Date: 3/31/2018

Account	G/L Date	Journal	Description	Increases	Decreases	Amended Balance
Fund: 10 General Fund						
320.01 - Development Fees Building Permits				Amended Balance as of: 3/31/2018		\$1,300,000.00
	03/07/2018	2018-00004355	BA #72 Upgrade Town Lacherfiche Software	\$9,000.00	\$0.00	\$1,309,000.00
				\$9,000.00	\$0.00	\$1,309,000.00
340.07 - Other Revenues Insurance Proceeds				Amended Balance as of: 3/31/2018		\$91,880.00
	03/13/2018	2018-00004452	Record Insurance Proceeds Fire Department	\$2,178.00	\$0.00	\$94,058.00
				\$2,178.00	\$0.00	\$94,058.00
355.01 - Other Financing Sources Operating Transfers				Amended Balance as of: 3/31/2018		\$493,995.00
	03/22/2018	2018-00004666	BA #75 SCADA Fiber	\$44,595.00	\$0.00	\$538,590.00
				\$44,595.00	\$0.00	\$538,590.00
Department: 411 Public Affairs & Communications						
62.02 - Supplies Dues & Subscriptions				Amended Balance as of: 3/31/2018		\$80,050.00
	03/05/2018	2018-00004310	BA #68 Funds for DPAC Video Server	\$0.00	\$5,000.00	\$75,050.00
				\$0.00	\$5,000.00	\$75,050.00
82.04 - Miscellaneous Marketing				Amended Balance as of: 3/31/2018		\$10,100.00
	03/02/2018	2018-00004268	BA #67 DPAC Video Server for TV Equipment	\$0.00	\$9,600.00	\$500.00
				\$0.00	\$9,600.00	\$500.00
90.01 - Capital Outlay Equipment				Amended Balance as of: 3/31/2018		\$8,200.00
	03/02/2018	2018-00004268	BA #67 DPAC Video Server for TV Equipment	\$9,600.00	\$0.00	\$17,800.00
	03/05/2018	2018-00004310	BA #68 Funds for DPAC Video Server	\$5,000.00	\$0.00	\$22,800.00
				\$14,600.00	\$0.00	\$22,800.00
Department: 411 Public Affairs & Communications Totals:				\$14,600.00	\$14,600.00	
Department: 414 Information Technology						
62.06 - Supplies Computer & Software				Amended Balance as of: 3/31/2018		\$513,150.00
	03/07/2018	2018-00004355	BA #72 Upgrade Town Lacherfiche Software	\$9,000.00	\$0.00	\$522,150.00
				\$9,000.00	\$0.00	\$522,150.00
Sub Department: 50 Fiber Optic						
90.04 - Capital Outlay Infrastructure				Amended Balance as of: 3/31/2018		\$89,000.00
	03/22/2018	2018-00004666	BA #76 SCADA Fiber	\$20,647.00	\$0.00	\$109,647.00

Town of Holly Springs  
**Budget Amendments Report**

From Date: 3/1/2018 - To Date: 3/31/2018

Account	G/L Date	Journal	Description	Increases	Decreases	Amended Balance
Fund: 10 General Fund						
Department: 414 Information Technology						
Sub Department: 50 Fiber Optic						
90.04 - Capital Outlay Infrastructure				Amended Balance as of: 3/31/2018		\$89,000.00
	03/22/2018	2018-00004666	BA #76 SCADA Fiber	\$23,948.00	\$0.00	\$133,595.00
				\$44,595.00	\$0.00	\$133,595.00
Sub Department: 50 Fiber Optic Totals:				\$44,595.00	\$0.00	
Department: 414 Information Technology Totals:				\$53,595.00	\$0.00	
Department: 417 Planning & Zoning						
12.07 - Professional & Technical Service Advertising				Amended Balance as of: 3/31/2018		\$3,500.00
	03/13/2018	2018-00004451	BA #74 Planning & Zoning	\$0.00	\$1,700.00	\$1,800.00
				\$0.00	\$1,700.00	\$1,800.00
41.02 - Maintenance & Repair Vehicles				Amended Balance as of: 3/31/2018		\$1,500.00
	03/13/2018	2018-00004451	BA #74 Planning & Zoning	\$500.00	\$0.00	\$2,000.00
				\$500.00	\$0.00	\$2,000.00
62.02 - Supplies Dues & Subscriptions				Amended Balance as of: 3/31/2018		\$2,800.00
	03/13/2018	2018-00004451	BA #74 Planning & Zoning	\$200.00	\$0.00	\$3,000.00
				\$200.00	\$0.00	\$3,000.00
62.03 - Supplies Office				Amended Balance as of: 3/31/2018		\$5,000.00
	03/13/2018	2018-00004451	BA #74 Planning & Zoning	\$1,000.00	\$0.00	\$6,000.00
				\$1,000.00	\$0.00	\$6,000.00
Department: 417 Planning & Zoning Totals:				\$1,700.00	\$1,700.00	
Department: 420 Fire & Rescue						
15.01 - Training & Travel Travel Expense				Amended Balance as of: 3/31/2018		\$15,000.00
	03/07/2018	2018-00004352	BA #69 Fire Department Firefighting Supplies	\$0.00	\$7,675.00	\$7,325.00
				\$0.00	\$7,675.00	\$7,325.00

Town of Holly Springs  
**Budget Amendments Report**

From Date: 3/1/2018 - To Date: 3/31/2018

Account	G/L Date	Journal	Description	Increases	Decreases	Amended Balance
Fund: 10 General Fund						
Department: 420 Fire & Rescue						
41.02 - Maintenance & Repair Vehicles				Amended Balance as of: 3/31/2018		\$131,402.00
	03/13/2018	2018-00004452	Record Insurance Proceeds Fire Department	\$2,178.00	\$0.00	\$133,580.00
				\$2,178.00	\$0.00	\$133,580.00
41.03 - Maintenance & Repair Buildings				Amended Balance as of: 3/31/2018		\$45,000.00
	03/07/2018	2018-00004352	BA #69 Fire Department Firefighting Supplies	\$0.00	\$10,000.00	\$35,000.00
				\$0.00	\$10,000.00	\$35,000.00
62.07 - Supplies Safety/Field Equipment				Amended Balance as of: 3/31/2018		\$20,000.00
	03/07/2018	2018-00004352	BA #69 Fire Department Firefighting Supplies	\$0.00	\$3,120.00	\$16,880.00
				\$0.00	\$3,120.00	\$16,880.00
62.15 - Supplies Firefighting				Amended Balance as of: 3/31/2018		\$30,000.00
	03/07/2018	2018-00004352	BA #69 Fire Department Firefighting Supplies	\$20,795.00	\$0.00	\$50,795.00
				\$20,795.00	\$0.00	\$50,795.00
Department: 420 Fire & Rescue Totals:				\$22,973.00	\$20,795.00	
<b>Fund Totals: General Fund</b>				\$148,641.00	\$37,095.00	
Fund: 22 Streets Reserve Fund						
355.01 - Other Financing Sources Operating Transfers				Amended Balance as of: 3/31/2018		\$1,163,902.00
	03/07/2018	2018-00004356	BA #73 Town Hall Commons Escrow Account	\$340,000.00	\$0.00	\$1,503,902.00
				\$340,000.00	\$0.00	\$1,503,902.00
95 - Operating Transfers				Amended Balance as of: 3/31/2018		\$1,763,902.00
	03/07/2018	2018-00004356	BA #73 Town Hall Commons Escrow Account	\$340,000.00	\$0.00	\$2,103,902.00
				\$340,000.00	\$0.00	\$2,103,902.00
<b>Fund Totals: Streets Reserve Fund</b>				\$680,000.00	\$0.00	
Fund: 23 Water Reserve Fund						
355.01 - Other Financing Sources Operating Transfers				Amended Balance as of: 3/31/2018		\$70,470.00
	03/07/2018	2018-00004353	BA #70 CDM Smith Town Water Supply	\$27,700.00	\$0.00	\$98,170.00
	03/07/2018	2018-00004354	BA #71 Purchase for Emergency Repairs	\$5,363.00	\$0.00	\$103,533.00

Town of Holly Springs  
**Budget Amendments Report**

From Date: 3/1/2018 - To Date: 3/31/2018

Account	G/L Date	Journal	Description	Increases	Decreases	Amended Balance
<b>Fund: 23 Water Reserve Fund</b>						
355.01 - Other Financing Sources Operating Transfers				Amended Balance as of: 3/31/2018		\$70,470.00
	03/22/2018	2018-00004666	BA #76 SCADA Fiber	\$44,595.00	\$0.00	\$148,128.00
				\$77,658.00	\$0.00	\$148,128.00
95 - Operating Transfers				Amended Balance as of: 3/31/2018		\$219,149.00
	03/07/2018	2018-00004353	BA #70 CDM Smith Town Water Supply	\$27,700.00	\$0.00	\$246,849.00
	03/07/2018	2018-00004354	BA #71 Purchase for Emergency Repairs	\$5,363.00	\$0.00	\$252,212.00
	03/22/2018	2018-00004666	BA #76 SCADA Fiber	\$20,647.00	\$0.00	\$272,859.00
	03/22/2018	2018-00004666	BA #76 SCADA Fiber	\$23,948.00	\$0.00	\$296,807.00
				\$77,658.00	\$0.00	\$296,807.00
<b>Fund Totals: Water Reserve Fund</b>				\$155,316.00	\$0.00	
<b>Fund: 24 Waste Water Reserve Fund</b>						
355.01 - Other Financing Sources Operating Transfers				Amended Balance as of: 3/31/2018		\$175,120.00
	03/22/2018	2018-00004671	BA #77 Utley Creek Force Main	\$634,273.00	\$0.00	\$809,393.00
				\$634,273.00	\$0.00	\$809,393.00
95 - Operating Transfers				Amended Balance as of: 3/31/2018		\$500,120.00
	03/22/2018	2018-00004671	BA #77 Utley Creek Force Main	\$634,273.00	\$0.00	\$1,134,393.00
				\$634,273.00	\$0.00	\$1,134,393.00
<b>Fund Totals: Waste Water Reserve Fund</b>				\$1,268,546.00	\$0.00	
<b>Fund: 30 Utility Fund</b>						
355.01 - Other Financing Sources Operating Transfers				Amended Balance as of: 3/31/2018		\$138,000.00
	03/07/2018	2018-00004353	BA #70 CDM Smith Town Water Supply	\$27,700.00	\$0.00	\$165,700.00
	03/07/2018	2018-00004354	BA #71 Purchase for Emergency Repairs	\$5,363.00	\$0.00	\$171,063.00
				\$33,063.00	\$0.00	\$171,063.00

Town of Holly Springs  
**Budget Amendments Report**

From Date: 3/1/2018 - To Date: 3/31/2018

Account	G/L Date	Journal	Description	Increases	Decreases	Amended Balance
Fund: 30 Utility Fund						
Department: 432 Engineering						
12.01 - Professional & Technical Service Professional Fees				Amended Balance as of: 3/31/2018		\$138,350.00
	03/07/2018	2018-00004353	BA #70 CDM Smith Town Water Supply	\$27,700.00	\$0.00	\$166,050.00
				\$27,700.00	\$0.00	\$166,050.00
41.01 - Maintenance & Repair Equipment				Amended Balance as of: 3/31/2018		\$2,000.00
	03/07/2018	2018-00004354	BA #71 Purchase for Emergency Repairs	\$5,363.00	\$0.00	\$7,363.00
				\$5,363.00	\$0.00	\$7,363.00
Department: 432 Engineering Totals:				\$33,063.00	\$0.00	
<b>Fund Totals: Utility Fund</b>				\$66,126.00	\$0.00	
Fund: 45 WWTP Projects						
Department: 802 Env Assess for Utley Creek WRF						
355.01 - Other Financing Sources Operating Transfers				Amended Balance as of: 3/31/2018		\$0.00
	03/22/2018	2018-00004671	BA #77 Utley Creek Force Main	\$634,273.00	\$0.00	\$634,273.00
				\$634,273.00	\$0.00	\$634,273.00
90.04 - Capital Outlay Infrastructure				Amended Balance as of: 3/31/2018		\$0.00
	03/22/2018	2018-00004671	BA #77 Utley Creek Force Main	\$634,273.00	\$0.00	\$634,273.00
				\$634,273.00	\$0.00	\$634,273.00
Department: 802 Env Assess for Utley Creek WRF Totals:				\$1,268,546.00	\$0.00	
<b>Fund Totals: WWTP Projects</b>				\$1,268,546.00	\$0.00	
Fund: 48 Street and Sidewalk Projects						
Department: 813 14-030 TH Commons Pub Pkg & SWM						
355.01 - Other Financing Sources Operating Transfers				Amended Balance as of: 3/31/2018		\$384,200.00
	03/07/2018	2018-00004356	BA #73 Town Hall Commons Escrow Account	\$340,000.00	\$0.00	\$724,200.00
				\$340,000.00	\$0.00	\$724,200.00

Town of Holly Springs  
**Budget Amendments Report**

From Date: 3/1/2018 - To Date: 3/31/2018

Account	G/L Date	Journal	Description	Increases	Decreases	Amended Balance
Fund: 48 Street and Sidewalk Projects						
Department: 813 14-030 TH Commons Pub Pkg & SWM						
90.04 - Capital Outlay Infrastructure				Amended Balance as of: 3/31/2018		\$0.00
	03/07/2018	2018-00004356	BA #73 Town Hall Commons Escrow Account	\$340,000.00	\$0.00	\$340,000.00
				\$340,000.00	\$0.00	\$340,000.00
Department: 813 14-030 TH Commons Pub Pkg & SWM Totals:				\$680,000.00	\$0.00	
<b>Fund Totals: Street and Sidewalk Projects</b>				\$680,000.00	\$0.00	
<b>Grand Totals:</b>				\$4,267,175.00	\$37,095.00	