Olivehurst Public Utility District

Agenda Item Staff Report

Meeting Date: July 16, 220

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
Transfer Request Posting Date: 6/3/20

Fiscal Year: 2019/20

Requested By: [signature]

Date of Request: 6/2/2020

Needs Basis: [signature]

Manager: [signature]

June

Month:

FROM Account Number:

TO Account Number:

Dollar Amount: $35,000.00

Need Basis:

Transfer Budget from O/S Services to Fuel in Collections

It is believed to have been caused by electrical problems which has been scheduled to be done this month.

This year LV cost has gone up a lot more than in past years.

Need Basis:

FROM Account Number:

TO Account Number:

Dollar Amount: $1,980.03

Budget Line Item Transfer Request
<table>
<thead>
<tr>
<th>Item</th>
<th>Description</th>
<th>Need Basis</th>
<th>FROM Account Number</th>
<th>TO Account Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>1.</td>
<td>Move Budget From Unexpended OUSD to Payroll Taxes</td>
<td>$11,990,000.00</td>
<td>11,990,000.00</td>
<td>10,000.00</td>
</tr>
<tr>
<td>2.</td>
<td>Move Budget From Unexpended Capital OUSD to Cover Legal Expense</td>
<td>$25,000.00</td>
<td>11,990,000.00</td>
<td>11,990,000.00</td>
</tr>
<tr>
<td>3.</td>
<td>Move Budget From Benefits to Wages (Budget Amendment 2)</td>
<td>$80,000.00</td>
<td>11,990,000.00</td>
<td>11,990,000.00</td>
</tr>
</tbody>
</table>