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CITY OF AMESBURY CITY OF AMESBURY, MA
IN THE YEAR TWO THOUSAND TWENTY-FOUR

SPONSORED BY: Kassandra Gove **BILL No.** 2024- 056
Kassandra Gove, Mayor

An Order to transfer \$50,000 from Police Salaries & Wages to Police Other Expenses.

Summary: This order requests a budget transfer in the amount of \$50,000 from Police Salaries & Wages to Police Other Expenses to cover costs for building maintenance and repairs and maintenance of vehicles.

Fund Account No.	Fund Name	Transfer To:
100 0210 5241 00	Municipal Building Maintenance	\$20,000.00
100 0210 5251 00	Repairs and Maintenance of Vehicles	\$30,000.00
	Sub-Total	\$50,000.00
Fund Account No.	Fund Name	Transfer From:
100 0210 5110 00	Police Salaries & Wages	\$50,000.00
	Sub-Total	\$50,000.00

Be it Ordered by the City Council of the City of Amesbury assembled, and by the authority of the same as follows:

Transfer \$50,000 from Police Salaries & Wages to Police Other Expenses.



ACCOUNT LINE TRANSFER FORM

(One original copy to be submitted to the Administration & Finance Department)

Select One

- Departmental Authorization: A Department Head may move funds within their budgeted category of personal services and other expenses for all account lines that reside in that category. All transfers are subject to audit by Finance for availability of funds. ***This request requires approval by the Department Head, CFO and Mayor.***
- City Council Authorization: A Department Head may request a transfer between the category of personal services and other expenses for each departmental budget that falls under their ***This request requires City Council approval and should be submitted to the Chief of Staff.***

A request is hereby made for the following transfer*:

To be transferred to Account Number:	See Page 2	Date:	1/23/2024	Present balance in said appropriation/account:		Transfer Amount:	
Transfer from Account Number:	See Page 2	Present balance in said appropriation/account:		Transfer Amount:			
*If you have multiple transfers zero these cells out and see page 2.						Balance	\$ -

Reason for deficit and/or request amount will be used for:
 Deficit in building and cruiser maintenance, will be used to maintain building and fleet


 Department Head Signature


 Department Name

Request should be made before any expenditure in excess of appropriation is incurred. Attach any supporting documentation to the request.

ADMINISTRATION & FINANCE PURPOSES ONLY

Chief Financial Officer (CFO)

Mayor

Date of Approval

Date of Approval



ACCOUNT LINE TRANSFER FORM PAGE 2

(One original copy to be submitted to the Administration & Finance Department)

A request is hereby made for the following transfers:

Date:

3/26/2024

To be transferred to Account Number:

Present balance in said appropriation/account:

Transfer Amount:

100 0210 5241 00 - Municipal Building Maintenance
100 0210 5251 00 - Repairs and Maintenance Vehicles

\$1,211
(\$5,836)

\$ 20,000.00
\$ 30,000.00

Total \$ 50,000.00

Transfer from Account Number:

Present balance in said appropriation/account:

Transfer Amount:

100 0210 5110 00 - Police Salaries and Wages

\$50,000.00

\$ 50,000.00

Total \$ 50,000.00

(balance should be \$0) Balance \$ -