Good morning Anita,

Attached is the backup documents for the line item transfer that we need. Let me know if you need anything else.

Thank you in advance,

Discussion and possible action to approve the following line item transfers:

From:	2022-4100-001-432001	Professional Services	$ 4,900.00	$ 5,000.00	$ 100.00
			$ -	$ -	$ -
		Total	**$ 4,900.00**		
TO:	2022-4100-001-461000	Materials & Supplies	$ 4,900.00	$ (1,827.00)	$ 3,073.00
			$ -	$ -	$ -
			$ -	$ -	$ -
			$ -		
		Total	**$ 4,900.00**		

Issue: Funds are needed to under Material & Supplies to cover deficit

Solution: A transfer is required from anoher budget category.

Result: There will be sufficient funds under Material & Supplies

Financial Impact

Budget Account Number:

Funding Source:

Balance:

Financial Impact:

Line Item Transfer: