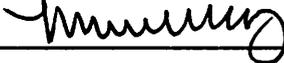


TOWN COUNCIL MEASURE SUBMITTAL

Date:	04/10/2022	Submitted by:	Town Manager	Telephone #	508-699-0100
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MEASURE DESCRIPTION:

Establish a Maximum Dollar Amount of \$9,999.99 for Town Manager Line Item Transfers for FY2024

Signed:  07 APR 23

PURPOSE AND JUSTIFICATION:

Article VI, Section 6-6 (c) of the Town Charter allows the Town Manager to make line item transfers within the budget during the fiscal year provided such transfers are of unencumbered funds and are reported to the Town Council within seven (7) days of said transfer. The maximum dollar limit of transfers must be set by the Town Council during each fiscal year. Additionally, the Town Council may establish rules regarding any appropriations transfers above and beyond the seven day notification should the Council feel the need.

For FY2020 and FY2021 that amount was capped at \$5,000.00 and pursuant to Article VI, Section 6-6 (c) notification from the Town Manager is sent to the Town Council within seven (7) days of the transfer approval. At the 4/12/2021 Town Council Meeting, Measure 2021-064 -Establish a Maximum Dollar Amount for Town Manager Line Item Transfers of FY2022 and increase the amount to \$10,000.00 was voted and approved. This process has worked well and I wish to keep this amount in line with Chapter 30B that allows for best business practices for expenditures up to \$9,999.99.

Therefore, I respectfully request the Town Council vote "to approve, per Article VI, Section 6-6(c) of the Town Charter, a maximum limit for line item transfers that the Town Manager may approve at \$9,999.99 for fiscal year 2024."

SPECIAL REQUIREMENTS:

ATTACHMENTS:

Page 15 of the Town Charter with highlighted section 6-6 (c)

REFER TO SUB-COMMITTEE:

Finance Sub-Committee