



Sandra Webb
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Date: December 4, 2013

To: Mayor & Council

FROM: Sandra Webb
Chief Financial Officer

Re: Resolution for Transfers

On Mayor & Council's agenda for December 9th is a resolution authorizing transfers between current appropriations. This type of resolution is only allowed to be done the last two months of the year.

There are various transfers into Salary & Wage appropriations. This is for the salary increase that was given to non-contractual employees and the settlement of the PBA contract.

The transfer into Vehicle Maintenance OE is for repairs to all vehicles and equipment. This year we have seen an even higher amount of repairs than neither of us have experienced in prior years. We have also witnessed more motor vehicle accidents. We continue to refurbish vehicles, the average life of the vehicles we have now is ten years. There are also more repairs on the equipment this year, including supplies that were not bought last year. We held off in the prior year on making repairs to some of the equipment, not knowing what would be duplication.

The transfer into Health OE is for the interim Health Officer along with increases in PSA contracts for professionals, such as nursing services and physician services. Also, this transfer provides for a small contract increase for the interim Health Officer given the events at the University with the meningitis outbreak.

The transfer into Audit OE is for our 2013 audit to be paid for in the year being audited. In the past, we were always a budget year behind. This will catch us up to date. This was discussed earlier in the year and we decided to wait and do a transfer at year end to cover this.

The transfer into Planning Board OE is to cover the litigation for the Arts & Transit Area and also Avalon Bay. These are for contracts awarded to Miller, Porter & Muller. The Planning Board budget has a legal budget line for the Planning Board attorney to cover items not chargeable to escrow accounts, but not for litigation.

The transfer into Defense of Tax Appeals is to cover the additional funds for the Tax Appeal Attorney to defend assessments on our behalf.

The transfer into Group Insurance for Employees is for a medical reimbursement negotiated in the PBA contract and a reimbursement for eyeglasses for all other employees that were not included in the 2013 budget. In addition, it accounts for changes made during the year for employees that changed their status, i.e. the birth of a child.

The transfer into Telephone OE is to cover actual expenditures that exceeded our expectations. We are still in the process of merging our accounts for all phone services, including cell phones. We are hoping when this is done and we are able to look at the entire phone budget, we will be able to achieve savings. Again, however, we have timing issues of when different contracts expire.

**RESOLUTION 2013-
OF THE MAYOR AND COUNCIL
OF PRINCETON
APPROVING TRANSFERS IN ACCORDANCE WITH
N.J.S.A. 40A:4-58**

WHEREAS, there appears a surplus in the following attached accounts over and above the demand deemed to be necessary for the balance of the current year.

NOW THEREFORE, BE IT RESOLVED by the Mayor and Council of Princeton, County of Mercer, State of New Jersey that in accordance with the provisions of N.J.S.A. 40A:4-58, part of the surplus in the accounts heretofore mentioned be and are hereby transferred to the accounts mentioned as being insufficient to meet the current demands, and the Chief Financial Officer is hereby authorized to do so.

BE IT FURTHER RESOLVED that a certified copy of this resolution be forwarded by the Municipal Clerk to the Chief Financial Officer.

Linda S. McDermott, Municipal Clerk

I, Linda S. McDermott, Municipal Clerk of Princeton, in the County of Mercer, in the State of New Jersey, do hereby certify that the foregoing is a correct and true copy of a resolution adopted by the Mayor and Council of Princeton, NJ at a meeting held December 9, 2013.

Princeton
Transfer Resolution
December 9, 2013

	Transfer From	Transfer To
Salary Wage Adjustment	230,100.00	
Mayor & Council - OE	447,500.00	
Administration - S&W		4,400.00
Municipal Clerk - S&W		4,000.00
Elections - S&W		2,100.00
IT Department - S&W		1,200.00
Finance - S&W		33,000.00
Tax Assessor - S&W		6,500.00
Historic Sites - S&W		1,300.00
Police - S&W		145,000.00
Fire Inspection - S&W		22,000.00
Vehicle Maintenance - S&W		6,000.00
Animal Control - S&W		1,800.00
Municipal Court - S&W		2,800.00
Vehicle Maintenance - OE		50,000.00
Health - OE		28,000.00
Audit - OE		65,000.00
Planning Board - OE		134,500.00
Defense of Tax Appeals - OE		35,000.00
Group Insurance for Employees		85,000.00
Telephone - OE		50,000.00