

To: The Honorable Town Board

From: Megan K. Wnek, CPA
Director of Finance

Date: October 21, 2019

Re: Budget Transfer for Sanitation Department Building Roof Repairs

Kindly authorize the Director of Finance to present the attached budget transfer for the necessary repairs to the Sanitation Department Building roof in the amount of \$31,575 from the Contingency Account 01.1990.0480 to the Sanitation Repair and Maintenance Account 01.8160.0445.

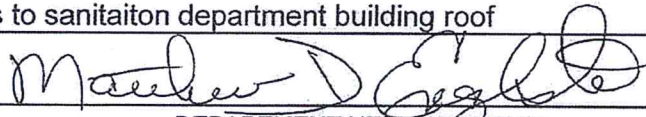
**Town of West Seneca
Budgetary Transfer Request
2019**

From:

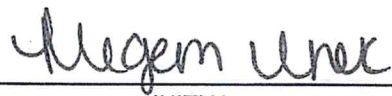
Account Number	Description	Amount
01.1990.0480	Contingency	31,575.00


Account Number	Description	Amount
01.8160.0445	Sanitation Repair and Maintenance	31,575.00

Justification: for necessary repairs to sanitaiton department building roof


 DEPARTMENT HEAD APPROVAL

Availability to Appropriation Checked
Finance Department


 INITIAL


 DATE