



Bernie Ash
Mayor

CITY OF LEBANON

Office of the Mayor

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Lebanon, TN 37087

bernie.ash@lebanontn.org
615-443-2839

Debbie Jessen
Mayoral Assistant

SPECIAL CALLED CITY COUNCIL MEETING

AGENDA - OCTOBER 19, 2018 - 5:15 P.M.

TOWN MEETING HALL, ADMINISTRATION BUILDING

1. **CALL TO ORDER**
2. **ROLL CALL**
3. **CONSENT AGENDA:**

Line Item Transfer – Before the fact:

1. **Ordinance No. 18-5721**, second reading, to approve a budget amendment for the Fire Department for a replacement fire pumper, by Chris Dowell, Fire Chief; Stuart Lawson, Commissioner of Finance and Revenue; and Lisa Lane, Purchasing Agent.

Line Item Transfer – Before the fact:

2. **Ordinance No. 18-5722**, second reading, to reallocate remaining funds from 2017-2018 Fiscal Year to 2018-2019 Fiscal Year for carry-over construction projects, by Stuart Lawson, Commissioner of Finance and Revenue.

Line Item Transfer – Before the fact:

3. **Ordinance No. 18-5723**, second reading, to approve budget amendments relative to Liquor by the Drink Tax back payments, by Stuart Lawson, Commissioner of Finance and Revenue.

Line Item Transfer – Before the fact:

4. **Ordinance No. 18-5724**, second reading, to approve a budget amendment for the Fire Department (to finish repairs on the Coles Ferry Pike building), by Chris Dowell, Fire Chief, and Stuart Lawson, Commissioner of Finance and Revenue.

Line Item Transfer – Before the fact:

5. **Ordinance No. 18-5725**, second reading, to create a budget for the Codes Department, by Mike Justice, Police Chief, and Stuart Lawson, Commissioner of Finance and Revenue.

Line Item Transfer – Before the fact:

6. **Ordinance No. 18-5726**, second reading, to approve line item transfers for the ESU Department (for a change in pay grade and pay rate for the new ESU Technician position), by Mike Justice, Police Chief, and Stuart Lawson, Commissioner of Finance and Revenue.

Line Item Transfer – Before the fact:

7. **Ordinance No. 18-5727**, second reading, to approve budget amendments to complete the Airport Maintenance Hangar Project (for fire pump system and associated items to complete project), by Jeff Baines, Commissioner of Public Services; T.O. Cragwall, Airport Commission Chairman; and Stuart Lawson, Commissioner of Finance and Revenue.

Line Item Transfer – Before the fact:

8. **Ordinance No. 18-5728**, second reading, to create revenue budgets for the Airport Capital Projects being carried over from the 2017-2018 Fiscal Year, by Stuart Lawson, Commissioner of Finance and Revenue, and Jeff Baines, Commissioner of Public Services.

4. ADJOURNMENT

ORDINANCE NO. 18-5721

AN ORDINANCE OF THE CITY COUNCIL OF LEBANON TO APPROVE A BUDGET AMENDMENT FOR THE FIRE DEPARTMENT FOR A REPLACEMENT FIRE PUMPER

WHEREAS, the Lebanon City Council approved and adopted the 2017 – 2018 and 2018 – 2019 fiscal year budgets on June 8, 2017 by Ord. No. 17-5454; and

WHEREAS, it is now necessary to amend the 2018 – 2019 fiscal year budget to appropriate funds for the purchase of a replacement fire pumper for the Fire Department.

NOW, THEREFORE, BE IT ORDAINED by the City of Lebanon, Tennessee, as follows:

Section 1. The Mayor and the Commissioner of Finance and Revenue are hereby authorized to amend the 2018 – 2019 City of Lebanon budget as follows for the purchase of a replacement fire pumper:

Department: Fire		
From: 11090000-79000	Budget Fund Balance	\$561,000.00
To: 11042200-79440	Transportation Equipment	\$561,000.00

Section 2. This ordinance shall take effect immediately upon its passage, the public welfare requiring the same.

Attest:

Approved:

Acting Commissioner of Finance & Revenue

Mayor

Approved as to form:

City Attorney

Passed first reading: 10/16/18

Passed second reading: _____

CITY OF LEBANON ACCTG. DEPT.
BUDGET AMENDMENT FORM
FY 2018-2019

FOR ACCOUNTING PURPOSES ONLY	
BGT #	_____
POSTED	_____
REF #	_____
INITIALS	_____

DEPARTMENT Fire

TRANSFER FROM

G/L ACCT NO	ACCT DESCRIPTION	DEBIT	CREDIT
11090000 79000	Budget Fund Balance	\$ 450,000.00	
		510,000.00 CV	
	Total	\$ 450,000.00	

TRANSFER TO

G/L ACCT NO	ACCT DESCRIPTION	DEBIT	CREDIT
11042200 79440	Transportation Equipment		\$ 450,000.00
			510,000.00 CV
	Total		\$ 450,000.00

Department Head certifies that no funds have or will be obligated prior to approval of this transfer.

REQUESTED BY Chris Dowell **DATE** 10/3/2018

DEPARTMENT HEAD _____ **DATE** _____

COMM. OF FINANCE *Stuart Rawson* **DATE** 10/3/2018

MAYOR *Don De* **DATE** 10-5-18

REASON FOR THIS TRANSFER:

Purchase a new Fire Pumper for the Fire department. The current pumper is a 2002 model and is not reliable.

ORDINANCE NO. 18-5722

**AN ORDINANCE OF THE CITY COUNCIL OF LEBANON TO REALLOCATE
REMAINING FUNDS FROM 2017 – 2018 FY TO 2018 – 2019 FY FOR CARRY-OVER
CONSTRUCTION PROJECTS**

WHEREAS, the Lebanon City Council approved and adopted the 2017 – 2018 and 2018 – 2019 fiscal year budgets on June 8, 2017 by Ord. No. 17-5454; and

WHEREAS, it is now necessary to amend the 2018 – 2019 fiscal year budget for carry-over construction projects from the 2017 – 2018 fiscal year.

NOW, THEREFORE, BE IT ORDAINED by the City of Lebanon, Tennessee, as follows:

Section 1. The Mayor and the Commissioner of Finance and Revenue are hereby authorized to amend the 2018 – 2019 City of Lebanon budget as detailed on Exhibit A, attached hereto by reference as if appearing verbatim herein, for carry-over construction projects from the 2017 – 2018 fiscal year.

Section 2. This ordinance shall take effect immediately upon its passage, the public welfare requiring the same.

Attest:

Approved:

Acting Commissioner of Finance & Revenue

Mayor

Approved as to form:

City Attorney

Passed first reading: 10/16/18

Passed second reading: _____

REALLOCATION OF REMAINING FUNDS FROM FY 2017-2018 FOR CARRY-OVER CONSTRUCTION PROJECTS

FUND	DEPARTMENT	ORG	OBJECT	DESCRIPTION	DEBIT	CREDIT	REASON FOR REALLOCATION OF REMAINING FUNDS FROM FY 17-18
GENERAL	GENERAL	1104	37700	LOAN PROCEEDS	318,587.77		Fire Hall #4 building
GENERAL	FIRE	11042200	79200	BUILDINGS		318,587.77	Fire Hall #4 building
GENERAL	GENERAL	11090000	79000	BUDGET FUND BALANCE	171,811.50		Bluebird Road
GENERAL	STREET	11043110	79300	IMPROVEMENTS		171,811.50	Bluebird Road
AIRPORT	AIRPORT	31590000	79000	BUDGET FUND BALANCE	554,798.28		Projects on westside of the airport
AIRPORT	AIRPORT WESTSIDE IMPROV.	31552529	79100	LAND		250,000.00	Land on the westside of the airport
AIRPORT	AIRPORT WESTSIDE IMPROV.	31552529	79200	BUILDINGS		284,798.28	Building the westside hangar at the airport
AIRPORT	AIRPORT WESTSIDE IMPROV.	31552529	79300	IMPROVEMENTS		20,000.00	Westside service road landscaping at the airport
AIRPORT	AIRPORT	31590000	79000	BUDGET FUND BALANCE	75,000.00		Design of the partial parallel taxiway
AIRPORT	PARTIAL PARALLEL TAXI-WAY	31552553	72520	ENGINEERING		75,000.00	Design of the partial parallel taxiway
STREET CAPITAL	STREET CAPITAL	31690000	79000	BUDGET FUND BALANCE	196,025.85		S. Hartmann Drive resurfacing
STREET CAPITAL	3R PAVING BUCKET	31643141	79300	IMPROVEMENTS		196,025.85	S. Hartmann Drive resurfacing
STREET CAPITAL	STREET CAPITAL	316	37601	BOND PROCEEDS	1,276,494.89		TML Bond remaining for Legends Drive
STREET CAPITAL	LEGENDS DRIVE	31643147	79300	IMPROVEMENTS		1,276,494.89	Construction of Legends Drive
				GRAND TOTAL	2,592,718.29	2,592,718.29	



9/27/2018

ORDINANCE NO. 18-5723

AN ORDINANCE OF THE CITY COUNCIL OF LEBANON TO APPROVE BUDGET AMENDMENTS RELATIVE TO LIQUOR BY THE DRINK TAX BACK PAYMENTS

WHEREAS, the Lebanon City Council passed Ord. No. 14-4631 on May 22, 2014 approving the agreement with the Wilson County Board of Education to settle the outstanding liquor by the drink tax payments due to the county from the city; and

WHEREAS, the Lebanon City Council passed Ord. No. 18-5661 on August 7, 2018 to approve a fee waiver with the Wilson County Board of Education in order to settle the remaining balance of \$471,259.30 owed by the city; and

WHEREAS, the Lebanon Special School District is still owed \$82,792.61 for its portion of the liquor by the drink tax back payments; and

WHEREAS, it is now necessary to amend the 2018 – 2019 fiscal year budget in order to transfer the water/sewer portion of the fees that were waived and to cover the payment to the Lebanon Special School District.

NOW, THEREFORE, BE IT ORDAINED by the City of Lebanon, Tennessee, as follows:

Section 1. The Mayor and the Commissioner of Finance and Revenue are hereby authorized to amend the 2018 – 2019 City of Lebanon budget as follows:

Department: General		
From: 11090000-79000	Budget Fund Balance	\$472,930.39
To: 11044111-76000	Debt Service	\$1,671.09
11044111-77150	Transfer to Other Funds	\$471,259.30

Section 2. This ordinance shall take effect immediately upon its passage, the public welfare requiring the same.

Attest:

Approved:

Acting Commissioner of Finance & Revenue

Mayor

Approved as to form:

City Attorney

Passed first reading: 10/16/18

Passed second reading: _____

CITY OF LEBANON ACCTG. DEPT.

BUDGET AMENDMENT FORM

FY 2018-2019

FOR ACCOUNTING PURPOSES ONLY

BGT # _____

POSTED _____

REF # _____

INITIALS _____

DEPARTMENT General

TRANSFER FROM

G/L ACCT NO	ACCT DESCRIPTION	DEBIT	CREDIT
11090000 79000	Budget Fund Balance	\$ 472,930.39	
	Total	\$ 472,930.39	

TRANSFER TO

G/L ACCT NO	ACCT DESCRIPTION	DEBIT	CREDIT
11044111 76000	Debt Service		\$ 1,671.09
11044111 77150	Transfer to Other Funds		\$ 471,259.30
	Total		\$ 472,930.39

Department Head certifies that no funds have or will be obligated prior to approval of this transfer.

REQUESTED BY _____

DATE _____

DEPARTMENT HEAD _____

DATE _____

COMM. OF FINANCE Stuart Dawson

DATE 9/28/2018

MAYOR [Signature]

DATE 10-5-18

REASON FOR THIS TRANSFER:

Per Ordinance #18-5661 the City of Lebanon entered into an agreement with Wilson County schools for the wavier of certain fees in consideration of the satisfaction of the outstanding balance of the City related to back payments for liquor by the drink taxes. The water/sewer portion of the fees that were waived is \$471,259.30 to be transferred to the water fund and \$82,792.61 will be paid to the Lebanon Special School District to pay there agreed upon amount.

ORDINANCE NO. 18-5724

AN ORDINANCE OF THE CITY COUNCIL OF LEBANON TO APPROVE A BUDGET AMENDMENT FOR THE FIRE DEPARTMENT

WHEREAS, the Lebanon City Council approved and adopted the 2017 – 2018 and 2018 – 2019 fiscal year budgets on June 8, 2017 by Ord. No. 17-5454; and

WHEREAS, it is now necessary to amend the 2018 – 2019 fiscal year budget to finish the repairs on the building on Coles Ferry Pike.

NOW, THEREFORE, BE IT ORDAINED by the City of Lebanon, Tennessee, as follows:

Section 1. The Mayor and the Commissioner of Finance and Revenue are hereby authorized to amend the 2018 – 2019 City of Lebanon budget as:

Department: Fire

From: 11090000-79000 Budget Fund Balance \$100,000.00

To: 11042200-79200 Building \$100,000.00

Section 2. This ordinance shall take effect immediately upon its passage, the public welfare requiring the same.

Attest:

Approved:

Acting Commissioner of Finance & Revenue

Mayor

Approved as to form:

City Attorney

Passed first reading: 10/16/18

Passed second reading: _____

CITY OF LEBANON ACCTG. DEPT.

BUDGET AMENDMENT FORM

FY 2018-2019

FOR ACCOUNTING PURPOSES ONLY

BGT # _____

POSTED _____

REF # _____

INITIALS _____

DEPARTMENT

Fire

TRANSFER FROM

G/L ACCT NO	ACCT DESCRIPTION	DEBIT	CREDIT
11090000 79000	Budget Fund Balance	\$ 100,000.00	
	Total	\$ 100,000.00	

TRANSFER TO

G/L ACCT NO	ACCT DESCRIPTION	DEBIT	CREDIT
11042200 79200	Building		\$ 100,000.00
	Total		\$ 100,000.00

Department Head certifies that no funds have or will be obligated prior to approval of this transfer.

REQUESTED BY Chris Dowell

DATE 10/2/2018

DEPARTMENT HEAD _____

DATE _____

COMM. OF FINANCE Stuart Fawcett

DATE 10/2/2018

MAYOR [Signature]

DATE 10/5/18

REASON FOR THIS TRANSFER:

Need an additional \$100,000 to finish the repairs on the building on Coles Ferry Pike and hopefully
and a parking lot for the building.

ORDINANCE NO. 18-5725

AN ORDINANCE OF THE CITY COUNCIL OF LEBANON TO CREATE A BUDGET FOR THE CODES DEPARTMENT

WHEREAS, the Lebanon City Council approved and adopted the 2017 – 2018 and 2018 – 2019 fiscal year budgets on June 8, 2017 by Ord. No. 17-5454; and

WHEREAS, it is now necessary to amend the 2018 – 2019 fiscal year budget to create a budget for the Codes Department.

NOW, THEREFORE, BE IT ORDAINED by the City of Lebanon, Tennessee, as follows:

Section 1. The Mayor and the Commissioner of Finance and Revenue are hereby authorized to amend the 2018 – 2019 City of Lebanon budget as detailed on Exhibit A, attached hereto by reference as if appearing verbatim herein, in order to create a budget for the Codes Department.

Section 2. This ordinance shall take effect immediately upon its passage, the public welfare requiring the same.

Attest:

Approved:

Acting Commissioner of Finance & Revenue

Mayor

Approved as to form:

City Attorney

Passed first reading: 10/16/18

Passed second reading: _____

Budget Amendment for Police.

Want to track the new Codes Department by having its own department.

Requested by Mike Justice.

Also, add some operating cost to the new Codes Department.

Dept	Police		Debit	Credit
From:	11042100 71110	Salaries	81,112.80	
	11042100 71410	S S Med & Tax	6,205.12	
	11042100 71420	Emp Paid Benefits	31,432.31	
	11042100 71430	Retirement	12,758.87	
	11042100 71440	H S A Contribution	482.40	
			<u>131,991.50</u>	
To:	11090000 79000	Budget Fund Balance		131,991.50

Dept	Codes			
From:	11090000 79000	Budget Fund Balance	151,991.50	
To:	11042430 71110	Salaries		81,112.80
	11042430 71410	S S Med & Tax		6,205.12
	11042430 71420	Emp Paid Benefits		31,432.31
	11042430 71430	Retirement		12,758.87
	11042430 71440	H S A Contribution		482.40
	11042430 71460	Workmen's Comp		1,500.00
	11042430 72110	Postage		750.00
	11042430 72120	Trans Exp		150.00
	11042430 72200	Printing		750.00
	11042430 72320	Dues		300.00
	11042430 72450	Telephone		2,500.00
	11042430 72480	Training		1,350.00
	11042430 72610	Maint Veh		500.00
	11042430 72800	Trav Exp		450.00
	11042430 72900	Contractual Services		6,000.00
	11042430 73100	Office Supplies		1,000.00
	11042430 73200	Operating Supplies		1,000.00
	11042430 73260	Uniforms		250.00
	11042430 73310	Gas, Oil, Etc		2,500.00
	11042430 75100	Insurance		1,000.00
				<u>151,991.50</u>

Dept Head Mike Justice 9/26/2018

Comm of Finance Stuart Fawcett 9/26/2018

Mayor Du



ORDINANCE NO. 18-5726

AN ORDINANCE OF THE CITY COUNCIL OF LEBANON TO APPROVE LINE ITEM TRANSFERS FOR THE ESU DEPARTMENT

WHEREAS, the Lebanon City Council approved and adopted the 2017 – 2018 and 2018 – 2019 fiscal year budgets on June 8, 2017 by Ord. No. 17-5454; and

WHEREAS, line item transfers are now necessary for the ESU Department to cover the change in pay grade and pay rate for the new ESU Technician approved by Ord. No. 18-5698.

NOW, THEREFORE, BE IT ORDAINED by the City of Lebanon, Tennessee, as follows:

Section 1. The Mayor and the Commissioner of Finance and Revenue are hereby authorized to make the following line item transfers in the 2018 – 2019 City of Lebanon budget:

Department: ESU

From: 11090000-79000	Budget Fund Balance	\$6,829.15
To: 11042000-71110	Salaries	\$5,804.64
11042000-71410	SS Med Tax	\$444.05
11042000-71420	Emp Pd Benefits	\$0.00
11042000-71430	Retirement	\$580.46

Section 2. This ordinance shall take effect immediately upon its passage, the public welfare requiring the same.

Attest:

Approved:

Acting Commissioner of Finance & Revenue

Mayor

Approved as to form:

City Attorney

Passed first reading: 10/16/18

Passed second reading: _____

**ADDITIONAL FUNDS NEEDED FOR THE ESU TECHNICIAN
POSITION APPROVED BY ORD. #18-5698
CHANGE IN PAY GRADE AND PAY RATE**

FUND	DEPARTMENT	ORG	OBJECT	DESCRIPTION	DEBIT	CREDIT
GENERAL	ESU	11042000	71110	SALARIES		5,804.64
GENERAL	ESU	11042000	71410	SS MED TAX		444.05
GENERAL	ESU	11042000	71420	EMP PD BENEFITS		0.00
GENERAL	ESU	11042000	71430	RETIREMENT		580.46
GENERAL	GENERAL	11090000	79000	BUDGET FUND BALANCE	6,829.15	

ORDINANCE NO. 18-5727

AN ORDINANCE OF THE CITY COUNCIL OF LEBANON TO APPROVE BUDGET AMENDMENTS TO COMPLETE THE AIRPORT MAINTENANCE HANGAR PROJECT

WHEREAS, the Lebanon City Council approved and adopted the 2017 – 2018 and 2018 – 2019 fiscal year budgets on June 8, 2017 by Ord. No. 17-5454; and

WHEREAS, budget amendments are now necessary to cover the cost of the fire system pump and associated items to complete the airport maintenance hangar project.

NOW, THEREFORE, BE IT ORDAINED by the City of Lebanon, Tennessee, as follows:

Section 1. The Mayor and the Commissioner of Finance and Revenue are hereby authorized to amend the 2018 – 2019 City of Lebanon budget as follows:

Department: General

From: 11090000-79000 Budget Fund Balance \$160,000.00

To: 11052520-77601 Transfer to Airport Capital \$160,000.00

Department: Airport Construction

From: 315-37940 Transfer from Other Funds \$160,000.00

To: 31552529-79200 Building \$160,000.00

Section 2. This ordinance shall take effect immediately upon its passage, the public welfare requiring the same.

Attest:

Approved:

Acting Commissioner of Finance & Revenue

Mayor

Approved as to form:

City Attorney

Passed first reading: 10/16/18

Passed second reading: _____

CITY OF LEBANON ACCTG. DEPT.
BUDGET AMENDMENT FORM
FY 2018-2019

FOR ACCOUNTING PURPOSES ONLY

BGT # _____

POSTED _____

REF # _____

INITIALS _____

DEPARTMENT General

TRANSFER FROM

G/L ACCT NO	ACCT DESCRIPTION	DEBIT	CREDIT
11090000 79000	Budget Fund Balance	\$ 160,000.00	
	Total	\$ 160,000.00	

TRANSFER TO

G/L ACCT NO	ACCT DESCRIPTION	DEBIT	CREDIT
11052520 77601	Transfer to Airport Capital		\$ 160,000.00
	Total		\$ 160,000.00

Department Head certifies that no funds have or will be obligated prior to approval of this transfer.

REQUESTED BY RTB

DATE 10/5/18

DEPARTMENT HEAD Jeff Baum

DATE 10/5/18

COMM. OF FINANCE Frank Zuzun

DATE 10/5/2018

MAYOR Paula

DATE 10-5-18

REASON FOR THIS TRANSFER:

Fire System pump and associated items to complete maintenace hanger project. Funds from the
General to complete project.

**CITY OF LEBANON ACCTG. DEPT.
BUDGET AMENDMENT FORM
FY 2018-2019**

FOR ACCOUNTING PURPOSES ONLY	
BGT #	_____
POSTED	_____
REF #	_____
INITIALS	_____

DEPARTMENT Airport Construction

TRANSFER FROM

G/L ACCT NO	ACCT DESCRIPTION	DEBIT	CREDIT
315 37940	Transfer from other funds	160,000	
	Total	\$ 160,000-	

TRANSFER TO

G/L ACCT NO	ACCT DESCRIPTION	DEBIT	CREDIT
315 52529 79200	Building		160,000
	Total		\$ 160,000-

REQUESTED BY [Signature]
DEPARTMENT HEAD [Signature]
COMM. OF FINANCE _____
MAYOR [Signature]

DATE 10/5/18
DATE 10/5/18
DATE _____
DATE 10-5-18

REASON FOR THIS TRANSFER:
Fire System Pump and Associated Items to complete Maintenance
Project Hangar Project

ORDINANCE NO. 18-5728

AN ORDINANCE OF THE CITY COUNCIL OF LEBANON TO CREATE REVENUE BUDGETS FOR THE AIRPORT CAPITAL PROJECTS BEING CARRIED OVER FROM THE 2017 – 2018 FISCAL YEAR

WHEREAS, the Lebanon City Council approved and adopted the 2017 – 2018 and 2018 – 2019 fiscal year budgets on June 8, 2017 by Ord. No. 17-5454; and

WHEREAS, it is now necessary to amend the 2018 – 2019 fiscal year budget to create revenue budgets for the airport capital projects that are being carried over from the 2017 – 2018 fiscal year.

NOW, THEREFORE, BE IT ORDAINED by the City of Lebanon, Tennessee, as follows:

Section 1. The Mayor and the Commissioner of Finance and Revenue are hereby authorized to amend the 2018 – 2019 City of Lebanon budget as follows:

Department: Airport Capital Fund

From: 315-33437	State Grant- Westside Imp	\$237,500.00
315-33485	State Grant Partial Parallel	\$71,250.00
To: 31590000-79000	Budget Fund Balance	\$308,750.00

Section 2. This ordinance shall take effect immediately upon its passage, the public welfare requiring the same.

Attest:

Approved:

Acting Commissioner of Finance & Revenue

Mayor

Approved as to form:

City Attorney

Passed first reading: 10/16/18

Passed second reading: _____

CITY OF LEBANON ACCTG. DEPT.

BUDGET AMENDMENT FORM

FY 2018-2019

FOR ACCOUNTING PURPOSES ONLY

BGT # _____

POSTED _____

REF # _____

INITIALS _____

DEPARTMENT Airport Capital Fund

TRANSFER FROM

G/L ACCT NO	ACCT DESCRIPTION	DEBIT	CREDIT
315 33437	State Grant- Westside Imp	\$ 237,500.00	
315 33485	State Grant Partial Parallel	\$ 71,250.00	
	Total	\$ 308,750.00	

TRANSFER TO

G/L ACCT NO	ACCT DESCRIPTION	DEBIT	CREDIT
31590000 79000	Budget Fund Balance		\$ 308,750.00
	Total		\$ 308,750.00

Department Head certifies that no funds have or will be obligated prior to approval of this transfer.

REQUESTED BY _____

DATE _____

DEPARTMENT HEAD _____

DATE _____

COMM. OF FINANCE Stuart Dawson

DATE 10/5/2018

MAYOR [Signature]

DATE 10-5-2018

REASON FOR THIS TRANSFER:

Create revenue budgets for the Airport capital projects that are being carried over from last year.