

## Town of Windsor

### Memorandum

June 10, 2014

**TO:** The Honorable Mayor and Town Council  
**FROM:** Michael Stallings, Town Manager *MS*  
**SUBJECT:** Budget Transfers

I am enclosing two self-explanatory memorandums from Interim Chief Riddle requesting three budget transfers within his department.

The first transfer is in the amount of \$1,000 from his Overtime line item, account number 4-100-31100-2001, to his Vehicle & Equipment Maintenance and Repair line item, account number 4-100-31100-6005.

His second transfer is in the amount of \$1,000 from his Communications line item, account number 4-100-31100-6001, to his Computer and Technology line item, account number 4-100-31100-6000.

I recommend that Council adopt these transfers.

#### **Recommended Motion**

Move that Council adopt the budget transfers as presented.



# Windsor Police Department



**To:** Michael Stallings, Town Manager

**From:** 1<sup>st</sup> Sgt. R.D. Riddle, Interim Police Chief

**Date:** 5/27/14

**REF:** Funds Transfer Request

I respectfully request a transfer of funds from the Police Overtime line item in the amount of \$1000.00 to the Vehicle Repair and Maintenance line item 4100-31100-6005 to cover the repair costs associated with maintaining an operational fleet of police vehicles. Several vehicles have under gone significant repairs in the past month.



# Windsor Police Department



**To:** Michael Stallings, Town Manager

**From:** 1<sup>st</sup> Sgt. R.D. Riddle, Interim Police Chief

**Date:** 5/27/14

**REF:** OSSI Payment and Funds Transfer Request

I respectfully request a transfer of funds in the amount of \$1000.00 from the Communications line item 4100-31100-6001 to the Computer and Technology line item 4100-31100-6000. This transfer is necessary to pay the OSSI Invoice in the amount of \$2181.06 for the RMS and MCT operating licenses and software updates. Payment is due by June 14<sup>th</sup>, 2014.

**SUNGARD** PUBLIC SECTOR

1000 Business Center Drive  
Lake Mary, FL 32746  
800-727-8088  
www.sungardps.com

**Invoice**

<b>Company</b>	<b>Document No</b>	<b>Date</b>	<b>Page</b>
LG	81467	15/May/2014	1 of 1

Bill To: Windsor Police Department  
8 E. Windsor Boulevard  
WINDSOR, VA 23487  
United States  
Attn: Chief A. Reynolds

Ship To: ISLE OF WIGHT COUNTY  
17110 MONUMENT CIRCLE  
ISLE OF WIGHT, VA 23397  
United States

<b>Customer Grp/No.</b>	<b>Customer Name</b>	<b>Customer PO Number</b>	<b>Currency</b>	<b>Terms</b>	<b>Due Date</b>
1 5272LG	ISLE OF WIGHT COUNTY		USD	NET30	14/Jun/2014

<b>No</b>	<b>SKU Code/Description/Comments</b>	<b>Units</b>	<b>Rate</b>	<b>Extended</b>
<b>Contract No. 090146</b>				
1	OSSI MCT Client for Digital Dispatch Maintenance Start: 01/Jul/2014, End: 30/Jun/2015	5.00	167.26	836.30
2	OSSI Mobile Client Maps Maintenance Start: 01/Jul/2014, End: 30/Jun/2015	5.00	33.62	168.10
<b>Contract No. 100734</b>				
3	OSSI Multi-Jurisdictional RMS Option Maintenance Start: 01/Jul/2014, End: 30/Jun/2015	1.00	924.52	924.52
4	OSSI Additional RMS Workstation License Maintenance Start: 01/Jul/2014, End: 30/Jun/2015	1.00	252.14	252.14

Page Total **2,181.06**

**Approved for Payment:**

SGT. R. RIDGLE  
**Name**

5/27/14  
**Date**

4100-3100-6000  
**Acct # Comp & TECH**

Remit Payment To: SunGard Public Sector Inc.  
Bank of America  
12709 Collection Center Drive  
Chicago, IL 60693

<b>Subtotal</b>	<b>2,181.06</b>
<b>Sales Tax</b>	<b>0.00</b>
<b>Invoice Total</b>	<b>2,181.06</b>
<b>Payment Received</b>	<b>0.00</b>
<b>Balance Due</b>	<b>2,181.06</b>