

Steven Goodkind, P.E.  
*Director of Public Works*

Patrick Buteau  
*Assistant Director  
Parking & Fleet Services*



645 Pine Street Suite A  
Post Office Box 849  
Burlington, Vt. 05402-0849  
(802) 863-0460 BUS • (802) 863-0466 FAX  
(802) 863-0450 (T.T.Y) For Hearing Impaired  
pbuteau@ci.burlington.vt.us

## **MEMORANDUM**

To: Board of Finance & City Council  
From: Patrick Buteau, Asst. Director  
Date: June 13, 2013  
Subject: Equipment Maintenance Line Item Transfers

Please authorize the following Equipment Maintenance line transfers to allow for moving existing budgeted funds within the budget to those which will need them.

Transfer \$40,000 from line item 19-151-6212\_110 Diesel Fuel to the following two line items: 19-151-6212\_100 Unleaded Fuel in the amount of \$20,000 and to line item 19-151-6300\_100 Maintenance & Repair Parts in the amount of \$20,000.

Thank you for your attention to this matter.