



AGENDA ITEMS	Council Meeting Date:
Check Reference No. <u>Invoice # 081140</u>	Monday, March 25, 2024
Department: <u>Stormwater</u>	
Fund Number/Department Number: <u>34-8500-0400</u>	Public Hearing:
	Yes <input type="checkbox"/> No <input checked="" type="checkbox"/>

BACKGROUND: On 1/22/24 an emergency repair on the Church St. Pumpstation was completed by Electric Motor Rewinding Company in the amount of \$ 7, 345.55 (Invoice # 081140).

Financial Impact: One Time Recurring

Comment: A budget amendment is being requested to pay Invoice# 081140. This invoice needs to be paid out of account 34-8500-0400, which has a balance of \$ 3, 956.62 as of 3/5/24. All funds in this line item will be exhausted after the invoice is paid. It is being requested that a total of \$ 15,000.00 be moved from account 34-8500-6000 (Contingency) to account 34-8500-0400 (Professional Services) to cover the remaining balance of Invoice# 081140.

Analysis: _____ With 4 months left in the current budget year, a total of \$ 20, 215.38 have been spent in emergency repairs. The account was budgeted for \$ 25,000.00. Monies in the Professional Services account are used to service both, city owned stormwater pump stations located on MLK and Church St. Both stations have undergone alot of emergency repairs during this budget year in which work is still being carried out of the Church St. pump station. Once the \$ 15,000.00 is transferred, there will be a remaining balance of \$ 11, 611.07 to cover any additional expenes that may arise until the end of the budget year.

Department Head Recommendation: Recommendation to approve monies to be moved from account 34-8500-6000 (Contingency) in the amount of \$15,000.00 to account 34-8500-0400 (Professional Services) to cover the remaining balance of Invoice# 081140 and any additional emergency repairs that may arise during the remainder of the budget year.

Attachments: Yes No

Reviewed by:

Department Head: Don Bell
Date: 3/18/24
Finance Officer: Alicia L. Steward

FINANCE DEPT OFFICE USE
<input checked="" type="checkbox"/> Recommend for Approval

Date:

81
~~3/21/24~~

City Manager:

~~P. Antie...~~

Date:

~~3/18/24~~

Do not recommend

CITY OF ELIZABETH CITY
Statement of Revenue and Expenditures

<u>Expenditure Account</u>	<u>Description</u>	<u>Prior Yr Expd</u>	<u>Budgeted</u>	<u>Current Expd</u>	<u>YTD Expended</u>	<u>Unexpended</u>	<u>% Expd</u>
34-8500-0000	STORMWATER UTILITY::	0.00	0.00	0.00	0.00	0.00	0
34-8500-0200	SALARIES & WAGES	2,400.00	31,494.00	2,409.60	23,180.16	8,313.84	74
34-8500-0400	PROFESSIONAL SERVICES	0.00	25,000.00	0.00	20,215.38	4,784.62	81
34-8500-0500	FICA	182.64	2,410.00	183.36	1,764.51	645.49	73
34-8500-0600	GROUP INSURANCE	181.23	2,387.00	198.43	1,785.91	601.09	75
34-8500-0700	RETIREMENT	411.60	5,638.00	431.32	4,113.47	1,524.53	73
34-8500-1100	COMMUNICATIONS	0.00	100.00	0.00	0.00	100.00	0
34-8500-1400	TRAVEL & EDUCATION	0.00	2,000.00	0.00	880.00	1,120.00	44
34-8500-1600	MAINTENANCE & REPAIR EQUIPMENT	0.00	10,000.00	0.00	17,739.10	7,739.10 -	177
34-8500-3300	DEPARTMENTAL EXPENSES	0.00	1,500.00	0.00	0.00	1,500.00	0
34-8500-3301	PUBLIC OUTREACH	0.00	2,500.00	0.00	0.00	2,500.00	0
34-8500-4500	CONTRACTED SERVICES	0.00	30,000.00	0.00	17,315.64	12,684.36	58
34-8500-5300	DUES & SUBSCRIPTIONS	0.00	10,000.00	0.00	1,304.00	8,696.00	13
34-8500-5410	INSURANCE LIABILITY	0.00	0.00	0.00	3,843.23	3,843.23 -	0
34-8500-6000	CONTINGENCY	0.00	457,921.00	17,800.00	35,600.00	422,321.00	8
34-8500-7300	CAPITAL IMPROVEMENTS	0.00	0.00	0.00	33,600.00	33,600.00 -	0
34-8500-8101	DEBT PAYMENT - ROANOKE PHASE III	0.00	150,650.00	0.00	112,980.78	37,669.22	75
	8500 STORMWATER UTILITY::	3,175.47	731,600.00	21,022.71	274,322.18	457,277.82	38
	STORMWATER UTILITY FUND Expenditure To	3,175.47	731,600.00	21,022.71	274,322.18	457,277.82	38

34 STORMWATER UTILITY FUND	Prior	Current	YTD
Revenues:	0.00	0.00	0.00
Expenditures:	3,175.47	21,022.71	274,322.18
Net Income:	3,175.47 -	21,022.71 -	274,322.18 -

Electric Motor Rewinding Co., Inc

407 North Poindexter St
 Elizabeth City, NC 27909
 USA

INVOICE

Invoice Number: 081140
 Invoice Date: Jan 22, 2024
 Page: 1

Voice: 252-338-8856
 Fax: 252-338-2998

Duplicate

Bill To:
CITY OF EC PO Box 404 Elizabeth City, NC 27909

Ship to:
Street Dept PO Box 404 Elizabeth City, NC 27909

Customer ID	Customer PO	Payment Terms	
030017	20241180-StDept-Jame	Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Hand Deliver		2/21/24

Quantity	Item	Description	Unit Price	Amount
1.00		Service Work to Repair Storm Water Pump		
1.00		SS Coupling	640.00	640.00
1.00		Bearing	485.00	485.00
1.00		Brass Locking Nut	415.00	415.00
1.00	REP-8000101LAB	Machine Shaft	1,525.00	1,525.00
1.00	REP-8000102LAB	LABOR-2	3,800.00	3,800.00
Subtotal				6,865.00
Sales Tax				480.55
Total Invoice Amount				7,345.55
Payment/Credit Applied				
TOTAL				7,345.55

Check/Credit Memo No: