

**To:** President and Members of the Munster Town Council  
**From:** Wendy Mis, Clerk-Treasurer *W Mis*  
**Copy to:** Dustin Anderson, Town Manager  
**Date:** March 16, 2020  
**Re:** Appropriation Adjustments, Ordinance 1793

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Ordinance 1793 confirms the 2020 budget as certified by the Department of Local Government Finance. First reading was held at the March 2, 2020 meeting with second reading scheduled for this evening.

Part of this process involves transferring budget dollars among the major expenditure groups within each fund (Personal Services, Supplies, Contractual Services, and Capital Outlays). Municipalities are allowed to transfer budget amounts from one major expenditure group to another within the same fund in order to avoid overspending the budget. These transfers must be authorized by ordinance or resolution. The amounts in each group are reviewed regularly and it is anticipated that mid-year adjustments will be made.

**RECOMMENDED ACTION:**

By motion and roll-call vote, adopt the introduced Ordinance 1793 on second reading as presented.