

REPORT TO THE BOARD OF MAYOR & ALDERMEN

DATE: May 11, 2026

FROM: J.P. Spas, Budget Officer

SUBJECT: Resolution 2026-12 - A Resolution to Amend the FY 2026 General Fund, Drug Fund, Water and Sewer Fund, and Capital Investment Program (CIP) Budgets

INTRODUCTION:

The purpose of this agenda item is: A. to amend the FY 2026 General Fund Budget to recognize revenue, appropriate General Fund unassigned fund balance, and budget the related line-item and capital expenditures; B. to amend the FY 2026 Drug Fund Budget to recognize revenue and budget the related line-item expenditures; C. to amend the FY 2026 Water and Sewer Fund Budget to appropriate unrestricted cash and budget the related capital expenditures; and, D. to amend the FY 2026 CIP revenue line-item and budget the related capital expenditures.

DISCUSSION:

A. General Fund Budget Amendment

Replacement K9

The Police Department is requesting a budget amendment to recognize and appropriate a donation from the Community Foundation of Greater Memphis in the amount of \$19,295.00 for the purchase of a replacement K9 and related expenditures such as certifications, travel, and equipment. (Please refer to Exhibit A and the Memo “*Request for transfers.*”)

Library Expansion Construction

Administration is requesting a budget amendment to appropriate \$3,641,403.43 of General Fund unassigned fund balance for the Library Expansion CIP project to cover the cost of the accepted construction bid. This will bring the total project budget to \$12,299,177.23. (Please refer to Exhibit A and the Memo “*Budget Amendment Request – Collierville Burch Library.*”)

B. Drug Fund Budget Amendment

K9 Vehicle

On April 7, 2026, K9 Unit Vehicle P512 was struck and totaled. An insurance reimbursement check in the amount of \$16,675 has been received by the Town and deposited. This amount is insufficient to purchase a replacement. Police is requesting that the Board approve a transfer from the General Fund in the amount of \$61,943.38 to the Drug Fund to cover the difference in purchasing the replacement vehicle.

The Police Department is requesting a budget amendment to appropriate \$16,675.00 of insurance reimbursement revenue and \$61,943.38 of a transfer from General Fund unassigned fund balance for a total of \$78,618.38 to purchase a replacement K9 Unit vehicle. (Please refer to Exhibit B and the Memo “*K9 Vehicle Replacement Purchase – Budget Amendment.*”)

C. Water and Sewer Fund Budget Amendment

Service Line Inspection

Public Utilities is requesting a budget amendment to appropriate \$280,000.00 of Water and Sewer Fund unrestricted cash to cover the cost of the accepted bid for the Lead and Copper Rule Improvements (LCRI) service line inspections mandated by the EPA. This will bring the total project budget to \$850,000.00. (Please refer to Exhibit C and the Memo “*Budget Amendment Request – TC2026-30 Service Line Investigation.*”)

WTP#3 Clear Well Repair

Public Utilities is requesting a budget amendment to appropriate \$50,000.00 of Water and Sewer Fund unrestricted cash to cover the cost of Change Order #1 for the repairs to the Water Treatment Plant #3 clear well. This will bring the total project budget to \$155,000.00. (Please refer to Exhibit C and the Memo “*Budget Amendment Request – TC2026-13 WTP #3 Clear Well Repair.*”)

D. Capital Improvement Program Budget Amendment

If the Library Expansion capital project budget amendment is approved, the Finance Department is requesting a budget amendment to appropriate and reflect the additional \$3,641,403.43 in the Town’s Capital Investment Program. (Please refer to Exhibit D)

BUDGET IMPACT:

A. The FY 2026 General Fund Budget would be amended as follows:

	Revenue/ Other Sources	Expenditures/ Other Uses
Current Budget	\$ 93,738,844	\$ 87,276,723
Amendment	<u>19,295</u>	<u>19,295</u>
Amended Budget	93,758,139	87,296,018
Other Funding Sources:		
Fund balance appropriation		
Restricted	39,074	-
Committed	41,231	-
Assigned	-	-
Unassigned	6,220,594	-
Operating Transfer	<u>-</u>	<u>4,702,212</u>
Totals	<u>\$ 100,059,037</u>	<u>\$ 91,998,230</u>

B. The FY 2026 Drug Fund Budget would be amended as follows:

	Revenue/ Other Sources	Expenditures/ Other Uses
Current Budget	\$ 48,750	\$ 283,573
Amendment	<u>16,675</u>	<u>78,618</u>
Amended Budget	65,425	362,191

Other Funding Sources:

Operating Transfer	<u>61,943</u>	<u>-</u>
Totals	\$ <u>127,368</u>	\$ <u>362,191</u>

C. The FY 2026 Water and Sewer Fund Budget would be amended as follows:

	Revenue/ Other Sources	Expenditures/ Other Uses
Current Budget	\$ 17,983,972	\$ 18,136,246
Amendment	<u>-</u>	<u>330,000</u>
Amended Budget	17,983,972	18,466,246
Other Funding Sources:		
Fund balance appropriation		
Unrestricted cash appropriation	<u>2,135,433</u>	<u>1,485,433</u>
Totals	\$ <u>20,119,405</u>	\$ <u>19,951,679</u>

D. The FY 2026 Capital Investment Program budget would be amended as follows:

	Revenue/ Other Sources	Expenditures/ Other Uses
Current Budget	\$ 17,732,584	\$ 17,732,584
Amendment	<u>3,641,403</u>	<u>3,641,403</u>
Amended Budget	<u>\$ 21,373,988</u>	<u>\$ 21,373,988</u>
Funding Sources:		
General Fund Unassigned Fund Balance	\$ 3,641,403	

ATTACHMENTS:

- [2026-12 Resolution.pdf](#)
- [2026-12 Exhibit A.pdf](#)
- [2026-12 Exhibit B.pdf](#)
- [2026-12 Exhibit C.pdf](#)
- [2026-12 Exhibit D.pdf](#)

PROPOSED MOTION:

To approve Resolution 2026-12, to amend the FY 2026 General Fund, Drug Fund, Water and Sewer Fund, and Capital Investment Program (CIP) budgets.

Board Action: Motion By _____ Seconded By _____

Vote Total	Hall	Jordan	Robbins	Marshall	Stamps	Fraser
Yes						
No						
Abstain						