



NON-CAPITAL ITEM BUDGET FORM

Approval Status

Approved

Submitted by:

Suzanne Kellams

Date

Tuesday, January 20, 2026

Department

Gen Govt - HR Div

Email

skellams@cityoffoley.org

Request the following budget impact:

Transfer Budgeted Funds BETWEEN Departments

Budget transfer from Department to Department

Email of the Director over the department budget is being transferred from:

charrison@cityoffoley.org

Transfer From Budget Detail:

Amount of Funds	Account Number	Account Name
109650.00	100-5060-5000	Salaries-Welcome Center
8400.00	100-5060-5004	Payroll Tax Expense-Welcome Center
9650.00	100-5060-5007	Retirement Expense-Welcome Center
300.00	100-5060-5008	Workers Come Expense-Welcome Center
15000.00	100-9016-5018	Self Insured-Marketing Department

Budget Category transferring from:

Personnel Budget

Budget Category transferring to:

Personnel Budget

Transfer To Budget Detail:

Amount of Funds	Account Number	Account Name
109650.00	100-1080-5000	Salaries-Communications
8400.00	100-1080-5004	Payroll Tax Expense-Communications
9650.00	100-1080-5007	Retirement Expense-Communications
300.00	100-1080-5008	Workers Comp Expense-Communications
15000.00	100-9028-5018	Self Insured-Communications

Explanation for budget increase/transfer:

This agenda item requests approval to establish a Communications Department within the General Government umbrella and to reclassify the existing Marketing Director position to Communications Director and transfer the required personnel funds from the Welcome Center to Communications

Approval Activity History

Actor	Actions	Date
 Cian Harrison charrison@cityoffoley.org	<div style="background-color: #e0f2f1; padding: 5px; display: inline-block;">Approve</div> <i>Cian Harrison</i>	Tuesday, January 20, 2026
 Suzanne Kellams skellams@cityoffoley.org	<div style="background-color: #e0f2f1; padding: 5px; display: inline-block;">Approve</div> <i>Suzanne Kellams</i>	Tuesday, January 20, 2026
 mthompson@cityoffoley.org	<div style="background-color: #e0f2f1; padding: 5px; display: inline-block;">Approve</div> <i>Michael Thompson</i>	Tuesday, January 20, 2026
 Notification	Email sent. (Your request has been approved.) skellams@cityoffoley.org	Tuesday, January 20, 2026