



Source: Finance

Agenda Item No: REP 168-13

To: **City Council**
From: **City Manager and Staff**

Council Meeting Date: 12/2/2013

Re: Intra-Departmental Transfer of Funds Request

EXECUTIVE SUMMARY:

Attached is a report of the intra-departmental Transfer of Funds request for the period ending November 22, 2013. These intra-departmental transfers are made only within departments and do not include inter-departmental transfers between departments.

DISCUSSION:

According to Section 44 of the City Charter, intra-departmental transfers are made by the City Manager upon recommendation of a department head, and such transfers shall be reported to the City Council at the next meeting.

FISCAL IMPACT:

None.

VISION IMPACT:

<http://www.gocolumbiamo.com/Council/Meetings/visionimpact.php>

None.

SUGGESTED COUNCIL ACTIONS:

Acceptance of the report.

FISCAL and VISION NOTES:					
City Fiscal Impact Enter all that apply		Program Impact		Mandates	
City's current net FY cost	\$0.00	New Program/ Agency?	No	Federal or State mandated?	No
Amount of funds already appropriated	\$0.00	Duplicates/Epands an existing program?	No	Vision Implementation impact	
Amount of budget amendment needed	\$0.00	Fiscal Impact on any local political subdivision?	No	Enter all that apply: Refer to Web site	
Estimated 2 year net costs:		Resources Required		Vision Impact?	No
One Time	\$0.00	Requires add'l FTE Personnel?	No	Primary Vision, Strategy and/or Goal Item #	n/a
Operating/ Ongoing	\$0.00	Requires add'l facilities?	No	Secondary Vision, Strategy and/or Goal Item #	n/a
		Requires add'l capital equipment?	No	Fiscal year implementation Task #	n/a

TRANSFER OF FUNDS REQUESTS FOR FY14 - PERIOD ENDING 11/22/2013

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
<u>FINANCE</u>				
1	556-6410-880.61-10	556-6410-601.14-20	\$ 18,241.00	Elevator system repairs were purchased for \$18,241.00. This purchase was made to keep the elevator in good working order and did not increase the value of the elevator. Since this purchase does not meet capitalization criteria, the budget and related expense need to be moved to the materials and supplies category.
<u>HUMAN RESOURCES</u>				
2	659-1350-601.49-90	659-1350-601.18-20	\$ 1,300.00	A transfer of funds is requested to purchase Ipads for Wellness Educators.
<u>CULTURAL AFFAIRS</u>				
3	110-4630-544-49.90 Misc. Contractual	110-4610-544-18.20 Office Equipment/Computer	\$ 2,499.00	A transfer of funds is requested to purchase an iMac computer for OCA's Public Information Specialist position. This computer was scheduled to be replaced in 2014 and the OCA Director feels that the upgrade will greatly improve productivity and efficiencies. The funds will not be used in miscellaneous contractual. Tony St. Romaine has approved the purchase.
<u>INFORMATION TECHNOLOGIES</u>				
4	674-1810-601.59-87 Contingency	674-1850-601.18-20 Computer/Electronic Items	\$ 12,300.00	A transfer of funds is requested to purchase UPS Battery Replacements and GIS SQL Servers for Danny Paul.
5	674-1810-601.59-87 Contingency	674-1840-601.18-20 Computer/Electronic	\$ 3,500.00	A transfer of funds is requested to purchase a laptop and MS Standard for Tammy Dowling, a need for COFERS.

TRANSFER OF FUNDS REQUESTS FOR FY14 - PERIOD ENDING 11/22/2013

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
<u>COMMUNITY DEVELOPMENT</u>				
6	110-4040-532.12-40	110-4040-532.65-25	\$ 4,550.00	A transfer of funds is requested to cover a shortage in the capital account to purchase the truck. The State contract changed and extended-cab trucks are no longer an option, therefor we had to select quad-cab. This increased the cost by approximately \$4,500.00