



Source: Finance

Agenda Item No: REP 111-13

To: City Council

From: City Manager and Staff

Council Meeting Date: July 15, 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 July 5, 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 REQUEST FOR FY13 - PERIOD ENDING 7/5/2013
TRANSFERS BETWEEN CAPITAL PROJECTS

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
<u>PUBLIC WORKS</u>				
1	554-6288-881.49-90 Airport General Improvements C44008	554-6288-881.49-90 Front Sidewalk Replacement C44084	\$ 2,000.00	A transfer of funds is requested to fund the Front Sidewalk Replacement project. The funds should come from the Annual Airport General Improvements Project. This transfer will cover the cost of replacing the front sidewalk at the airport and will bring the sidewalk up to ADA standards. This will provide a safer pedestrian surface for customers.
<u>PARKS AND RECREATION</u>				
2	440-8800-548.49-90 Walkway Repair C00421	440-8800-548.49-90 Maplewood Barn/Nifong C00470	\$ 209.00	A transfer of funds is requested to pay the final invoice and close the project.
3	440-8800-548.49-90 Albert-Oakland Restroom C00512	440-8800-548.49-90 Albert-Oakland Ballfield C00511	\$ 300.00	A transfer of funds is requested to pay the final invoice. When all encumbrances clear, we will request the project be closed.

TRANSFER OF FUNDS REQUESTS FOR FY13 - PERIOD ENDING 7/5/2013

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
<u>JOINT COMMUNICATIONS</u>				
1	110-3510-517.14-70 Instruments & Apparatus	110-3510-517.66-41 Capital - Instruments & Apparatus	\$ 10,000.00	This amount was a 2013 supplemental for "power" at the Back-Up Center and the budget officers placed it in the 14-70 account. We will expend this amount on a single generator/purchase to provide power to the Back-Up Dispatch Center. The generator presently at the back-up is a regional EM asset and subject to removal from the site with little advance notice.
<u>PARKS & RECREATION</u>				
2	110-5110-541.01-01 CARE Permanent Salaries	110-5430-541.66-40 Fleet Capital Equip	\$ 6,000.00	(Items 2 through 17) A transfer of funds is requested to facilitate the Finance Department's recommendation to move FY14 proposed supplemental equipment to FY13 and fund with FY13 personnel surplus funds due to vacancies.
3	110-5110-541.01-05 CARE Temp Salaries	110-5430-541.66-40 Fleet Capital Equip	\$ 6,000.00	
4	110-5110-541.02-10 CARE Social Sec	110-5430-541.66-40 Fleet Capital Equip	\$ 1,000.00	
5	110-5220-541.01-01 Planning Perm Salaries	110-5430-541.66-40 Fleet Capital Equip	\$ 15,000.00	
6	110-5220-541.02-34 Planning Health Ins	110-5430-541.66-40 Fleet Capital Equip	\$ 5,500.00	
7	110-5220-541.01-55 Planning SLBB	110-5430-541.66-40 Fleet Capital Equip	\$ 2,000.00	
8	110-5220-541.01-84 Planning Auto Allow	110-5430-541.66-40 Fleet Capital Equip	\$ 2,500.00	

TRANSFER OF FUNDS REQUESTS FOR FY13 - PERIOD ENDING 7/5/2013

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
9	110-5220-541.02-20 Planning LAGERS	110-5430-541.66-40 Fleet Capital Equip	\$ 3,000.00	
10	110-5222-541.02-20 Forestry LAGERS	110-5430-541.66-40 Fleet Capital Equip	\$ 4,900.00	
11	110-5222-541.01-01 Forestry Perm Salaries	110-5430-541.66-40 Fleet Capital Equip	\$ 2,000.00	
12	110-5230-541.02-15 Construction Unemploy	110-5430-541.66-40 Fleet Capital Equip	\$ 4,700.00	
13	110-5230-541.02-20 Construction LAGERS	110-5430-541.66-40 Fleet Capital Equip	\$ 5,500.00	
14	110-5410-541.01-05 Admin Temp Salaries	110-5430-541.66-40 Fleet Capital Equip	\$ 1,000.00	
15	110-5410-541.02-34 Admin Health Ins	110-5430-541.66-40 Fleet Capital Equip	\$ 2,500.00	
16	110-5440-541.02-15 Maint/Ops Unemploy	110-5430-541.66-40 Fleet Capital Equip	\$ 6,000.00	
17	110-5440-541.02-20 Maint/Ops LAGERS	110-5430-541.66-40 Fleet Capital Equip	\$ 7,400.00	
18	552-5640-602.01-01 ARC Perm Salaries	552-5442-880.66-40 Golf Capital Equip	\$ 10,000.00	A transfer of funds is requested to facilitate Finance Department's recommendation to fund requested but unfunded FY14 supplemental equipment with FY13 personnel surplus funds due to vacancy.

TRANSFER OF FUNDS REQUESTS FOR FY13 - PERIOD ENDING 7/5/2013

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
<u>PUBLIC WORKS</u>				
19	110-6010-505.01-05 PW Administration Temporary	110-6022-521.01-05 Street Maint Temporary	\$ 10,000.00	A transfer of funds is requested to replenish a portion of the Street Maint. temporary personnel that had diminished due to snow plowing.
20	553-6110-660.14-50 Fixed Route/ Communication Eq	553-6110-660.20-10 Fixed Route/Travel	\$ 250.00	(Items 20 and 21) A transfer of funds is requested to cover the additional cost for the Assistant Director and Transportation Administrator to attend the 2013 Transit Midwest Conference in Kansas City. Estimated cost for both of them will be \$1,530.
21	553-6110-660.18-20 Fixed Route/Computer Electronics	553-6110-660.20-10 Fixed Route/Travel	\$ 250.00	
<u>PUBLIC HEALTH AND HUMAN SERVICES</u>				
22	110-3210-531.02-34 GFDAEH	110-3210-531.12-50 GFDAEH	\$ 2,250.00	A transfer of funds is requested to use savings from health insurance costs to pay for electronic food inspection program. This is GFDAEH FDA grant money and we must use the FDA money or it is lost.