

Source: Finance

To: City Council

From: City Manager and Staff

Council Meeting Date: August 5, 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 26, 2013. These intra-departmental transfers are made only within departments and do not include inter-departmental transfers between departments.

Agenda Item No: REP 125-13

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 NOTE	S:		
City Fiscal Impact Enter all that apply		Program Imp	act	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	n impact	
Amount of budget amendment needed	\$0.00	Fiscal Impact on any local political subdivision?	No	Enter all that app Refer to Web si		
Estimated 2 year	ar net costs:	Resources Rec	ıvired	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 7/26/2013 TRANSFERS BETWEEN CAPITAL PROJECTS

DEPARTMENT/ ITEM#	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
WATER AND L	<u>GHT</u>			
1	551-7220-881.68-70 Elec Distr, CIP, Distr Systems/Electric EL0120	551-7220-881.68-70 Elec Distr, CIP, Distr Systems/Electric EL0117	\$ 200,000.00	A transfer of funds is requested as a loan from one project to another. Water and Light will process an appropriation for our Commercial and Multi-Family Expansion (EL0117) project, but funds are needed before that process can be completed. When the appropriation is complete, the funds will be returned to our Broadway Underground Project (EL0120).
2	551-7220-881.68-70 Elec Distr, CIP, Distr Systems/Electric EL0120	551-7220-881.68-70 Elec Distr, CIP, Distr Systems/Electric EL0115	\$ 600,000.00	A transfer of funds is requested as a loan from one project to another. Water and Light will process an appropriation for our Substation Feeders (EL0115) project, but funds are needed before that process can be completed. When the appropriation is complete, the funds will be returned to our Broadway Underground Project (EL0120).
3	551-7110-881.01-01 Elec Prod, CIP, Permanent Salaries EL0100	551-7220-881.01-01 Elec Distr, CIP, Permanent Salaries EL0115	\$ 10,000.00	(Items 3 and 4) A transfer of funds is requested in order to close EL0100. Work to be done will be determined based on further assessment of options to keep coal units at the Municipal Power Plant operational. Any needed funds regarding the coal bunkers will be included in future projects related to one or both of the coal units.
4	551-7110-881.61-01 Elec Prod, CIP, Bidg & Structures EL0100	551-7220-881.68-70 Elec Distr, CIP, Distr Systems/Electric EL0115	\$ 181,600.00	
PARKS AND R	<u>ECREATION</u>			
5	440-8800-548.49-90 Exercise Station Replacement C00444	440-8800-548.49-90 Twin Lakes Improvements C00491	\$ 3,048.00	(Items 5 and 6) A transfer of funds is requested to facilitate completion of the Twin Lakes Improvement Project and close Projects C00444 and C00473.
6	440-8800-548.49-90 Atkins Concession/Lights C00473	440-8800-548.49-90 Twin lakes Improvements C00491	\$ 11.00	

TRANSFER OF FUNDS REQUEST FOR FY13 - PERIOD ENDING 7/26/2013 TRANSFERS BETWEEN CAPITAL PROJECTS

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
PUBLIC WORK	<u>(S</u>			
7	440-8800-528.49-90 Broadway Streetscape C00308	440-8800-528.49-90 Downtown Ramps/SW 2013 C00523	\$ 203,679.00	(Items 7 and 8) A transfer of funds is requested to begin work on the 7th Street Sidewalk Project. Reconstruction of the Downtown 7th Street sidewalk south of Broadway on the eas side of 7th street will add ADA accessible ramps and sidewalks.
8	440-8800-528.49-90 Downtown Sidewalks Improv C00171	440-8800-528.49-90 Downtown Ramps/SW 2013 C00523	\$ 57,000.00	
9	553-6188-881.49-90 Annual Transit Project C47050	553-6188-881.49-90 Auto Veh Locator - GPS C47036	\$ 120,000.00	A transfer of funds is requested from the Annual Transit Project to the Auto Vehicle Locator Project. The contract with Double Map totals \$844,926 and the amount remaining in the project was \$727,970.12. This transfer is needed in order to issue a purchase order with Double Map.
10	440-8800-528.49-90 Traffic Safety C40159	440-8800-528.49-90 10th/Rogers Crosswalk C00550	\$ 15,000.00	A transfer of funds is requested to begin work on the Columbia College 10th & Rogers crosswalk flasher project. Fifty percent of the construction cost will be paid by Columbia College, up to \$15,000.

TRANSFER OF FUNDS REQUESTS FOR FY13 -	DEDIAD ENDINA 7/00/0049
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DEPARTMENT/	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	,	AMOUNT	DESCRIPTION
JOINT COMMUN	<u>ICATIONS</u>				
1	110-3510-517.66-42	110-3510-517.18-20	\$	3,047.00	Electronic items were purchased at a cost of \$3,046.62 in the capital outlay account. Since this purchase does not meet capitalization criteria, the expense and related
	Computer Equipment	Computer/Electronic Items			budget need to be moved to the materials and supplies category.
HUMAN RESOU	RCES				
2	110-1210-503.49-90	110-1210-503.18-20	\$	1,700.00	A transfer of funds is requested to purchase six 19-inch monitors for HR staff and software for six City U computers.
	Miscellaneous Contractual	Computer/Electronic Items			SORWARE TO SIX City of Computers.
PUBLIC WORKS	1				
3	557-6577-880.66-40	557-6520-880.65-25	\$	23,119.00	(Items 3 and 4) The FY13 supplemental request included the purchase of a Recycling Baler for \$350,000. The purchase price ended up being a total of \$282,949. With this \$67,051 savings, we would like to purchase a 3/4 ton pickup truck to replace #1919 2002 pickup truck due for replacement in FY12 and a 1/2 ton crew cab pickup truck to replace
4	557-6577-880.66-40	557-6510-880.65-25	\$	27,000.00	#1907 2002 blazer due for replacement in FY12.
5	557-6577-880.66-40	557-6540-880.66-40	\$	4,000.00	(Items 5 and 6) The FY13 supplemental included \$18,000 for Storm Shelters at the landfill. We have determined this may be included in the cost of the new Landfill
6	557-6540-880.61-01	557-6540-880.66-40	\$	18,000.00	Administration Building. With this savings, we would like to replace #1265-BH, 2000 brush hog with high downtime and maintenance/repair requirements that was due for replacement in FY10.
7	110-6015-505.12-10	110-6015-505.20-40	\$	1,000.00	A transfer of funds is requested to move \$1,000 to Registration and Tuition to fund
	Engineering, Office Supplies	Engineering, Registration and Tuition			additional training opportunities for Public Works Engineering staff.
8	556-6410-601.20-30	556-6410-601.49-90	\$	5,900.00	A transfer of funds is requested to move \$5,900 to Miscellaneous Contractual to help fund the stand-pipe repair in the Plaza Garage.
	Parking, Education and Training Materials	Parking, Misc. Contractual			iunu me stanu-pipe repair in me riaza Garage.

DEPARTMENT/	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	 AMOUNT	DESCRIPTION
9	558-6688-881.49-90 Kelly Detention Retrofit (C49108)	558-6620-604.49-90 Miscellaneous Contractual	\$ 28,667.00	A transfer of funds is requested to the Stormwater Operating Miscellaneous Contractual account for the City's portion of the Hinkson Creek joint projects with Mathematical the City of Columbia and Boone County (B78-13). The two projects in progress are Hinkson Creek MoRAP assessment project and the Mizzou Undergraduate Team Physical Habitat Assessment for Hinkson Creek.
FORMATION 1	TECHNOLOGIES			
10	674-1850-880.66-42	674-1850-601.20-40	\$ 5,400.00	Security awareness training was purchased at a cost of \$5,400 in a capital outlay account. Since this purchase does not meet capitalization criteria, the expense and related budget need to be moved to the travel and training category.