



Source: Finance

To: City Council
From: City Manager and Staff

Council Meeting Date: September 3, 2013

Agenda Item No: REP 140-13

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 August 23, 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 8/23/2013
TRANSFERS BETWEEN CAPITAL PROJECTS

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
<u>PARKS AND RECREATION</u>				
1	440-8800-508.49-90 Comprehensive Master Plan C00481	440-8800-548.49-90 Cosmo-Bethel Tennis Resurfacing C00540	\$ 19.00	A transfer of funds is requested to facilitate issuing the final change order for the project.
<u>WATER AND LIGHT</u>				
2	503-7388-881.49-90 Railroad CIP, Misc Contractual Services ER0014	503-7388-881.49-90 Railroad CIP, Misc Contractual Services ER0069	\$ 82,000.00	(Items 2 and 3) A transfer of funds is requested to complete the project to replace the RR signals on College Avenue. We will be reimbursed by the state once the project is complete. At that point, funds will be transferred back to ER0012 and ER0014.
3	503-7388-881.49-90 Railroad CIP, Misc Contractual Services ER0012	503-7388-881.49-90 Railroad CIP, Misc Contractual Services ER0069	\$ 32,000.00	

TRANSFER OF FUNDS REQUESTS FOR FY13 - PERIOD ENDING 8/23/2013

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
<u>FINANCE</u>				
1	110-1610-515.66-31	110-1610-515.18-20	\$ 4,733.00	A printer and accessories were purchased at a cost of \$4,733.66 in a capital outlay account. Since this purchase does not meet capitalization criteria, the expense and related budget need to be moved to the materials and supplies category.
2	674-1850-880.66-42	674-1850-601.18-20	\$ 2,599.00	Computer equipment was purchased for \$2,599.08. Since this purchase does not meet capitalization criteria, the budget and related expense need to be moved to the materials and supplies category.
<u>PARKS AND RECREATION</u>				
3	261-5210-541.01-05 Non-Motorized Grant Temp Salaries	261-5210-541.48-40 Non-Motorized Grant Auto Reimburse	\$ 300.00	A transfer of funds is requested to cover employee's auto reimbursements as this was the first year budgeting in this account and no funds were budgeted in this category.
<u>PUBLIC WORKS</u>				
4	556-6410-601.14-70 Parking/Instruments & App	556-6410-880.66-40 Parking/Machine, Tools & Imp	\$ 219.00	(Items 4 and 5) A transfer of funds is requested to cover the slight increase in costs for the purchase of a sweeper that was approved in the FY13 Supplemental request. The Plaza elevator repairs purchased out of capital improvement buildings were lower than budgeted.
5	556-6410-880.61-10 Parking/Capital Improv Bldgs	556-6410-880.66-40 Parking/Machine, Tools & Imp	\$ 518.00	
6	110-6024-523.66-40	110-6024-523.14-70	\$ 5,000.00	A transfer of funds is requested for purchase of concrete grinder for FY13, 3rd quarter. Grinder was purchased for \$3,750 and paid for using funds from the operating budget.
7	553-6188-881.49-90 Annual Transit Projects C47050	553-6110-660.49-90 Fixed Route, Misc. Contractual	\$ 31,000.00	A transfer of funds is requested to fund a potential contract with Quark Works, LLC for custom application development.