

City of Columbia

701 East Broadway, Columbia, Missouri 65201



Agenda Item Number: REP 69-14

Department Source: Finance

To: City Council

From: City Manager & Staff

Council Meeting Date: July 7th, 2014

Re: Intra-Departmental Transfer of Funds Request

Documents Included With This Agenda Item

Council memo

Supporting documentation includes: Transfer Reports

Executive Summary

Attached is a report of the intra-departmental Transfer of Funds request for the period ending June 27th, 2014. 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

Short-Term Impact: None.

Long-Term Impact: None.

Vision, Strategic & Comprehensive Plan Impact

Vision Impact: Not Applicable

Strategic Plan Impact: Not Applicable


Comprehensive Plan Impact:

Suggested Council Action

Acceptance of the report.

Legislative History

N/A


Department Approved


City Manager Approved

TRANSFER OF FUNDS REQUESTS FOR FY14 - PERIOD ENDING 6/27/2014

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
<u>PUBLIC WORKS</u>				
1	555-6320-880.66-40	555-6320-880.66-41	\$ 665.88	A transfer of funds is requested to cover the additional cost of portable electronic truck scales. The scales approved as a supplemental item for the FY14 cost a total of \$665.88 more than the budgeted amount. This funding is available due to another supplemental item costing less than the budget amount.
2	110-6015-505.45-92 Engineering, Equipment Rental	110-6015-505.20-10 Engineering, Travel	\$ 4,000.00	A transfer of funds is requested to cover anticipated expenses for the remainder of FY14.
<u>CONVENTION & VISITORS BUREAU</u>				
3	229-4810-509.02-20 LAGERS	229-4810-509.49-90 Miscellaneous Contractual	\$ 3,500.00	(Items 3 & 4) A transfer of funds is requested to Miscellaneous Contractual Services to cover overage in FY14 due to funds not being encumbered at the end of FY13 and rolled in FY14.
4	229-4810-509.01-01 Permanent Positions	229-4810-509.49-90 Miscellaneous Contractual	\$ 1,863.00	
<u>FINANCE</u>				
5	676-1070-601.50-40	676-1070-601.50-03	\$ 13,000.00	A transfer of funds is requested to reallocate banking fees to TWI e-checks fees. Money was not originally budgeted during the budget prep, however, a change in the boarding process changed how revenues/expenditures were processed.
6	676-1070-601.50-40	676-1070-601.50-02	\$ 229,400.00	A transfer of funds is requested to reallocate banking fees to TWI fees. Money was not originally budgeted during the budget prep, however, a change in the boarding process changed how revenues/expenditures were processed.

TRANSFER OF FUNDS REQUESTS FOR FY14 - PERIOD ENDING 6/27/2014

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
<u>FIRE</u>				
7	110-2310-513.13-95 Supplies and Materials	110-2310-513.30-86 Intragovernmental Charges	\$ 275.00	A transfer of funds is requested for a Maintenance Project by building maintenance.
<u>WATER & LIGHT</u>				
8	504-7410-607.59-87 Transload Opr, Contingency	504-7410-607.13-40 Transload Opr, Fuel Oil & Lubr.	\$ 5,000.00	A transfer of funds is requested to cover the rising cost of fuel for fleet equipment, as it is driving the Materials and Supplies category for Transload Facility over budget.
<u>HUMAN RESOURCES</u>				
9	659-1350-601.01-01	659-1350-601.13-90	\$ 9,000.00	(Items 9 - 10) A transfer of funds is requested to cover increased cost due to number of employees receiving vaccines and flu shot.
10	659-1350-601.02-20	659-1350-601.13-90	\$ 3,051.00	
<u>POLICE</u>				
11	110-2120-511.01-01	110-2120-511.18-20	\$ 123,000.00	(Items 11 - 16) A transfer of funds is requested from Personnel to Supplies/Materials to cover the replacement of 48 MDT's that have Windows XP Operating System. As of April 18, 2014 this system is no longer supported, therefore not in compliance with CJIS and must be replaced by January 1, 2015. Also purchasing 20 Microsoft Office 2013 licenses to replace XP. This should bring all PD computers to the correct operating system and office programs. Transfer also covers an additional \$57,000 anticipated shortage in supplies/materials for non-budgeted items accounted for in FY14 estimates.
12	110-2120-511.01-01	110-2151-511.14-10	\$ 27,000.00	
13	110-2120-511.02-25	110-2151-511.14-10	\$ 13,000.00	

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14	110-2120-511.02-25	110-2120-511.14-70	\$ 9,000.00	
15	110-2120-511.02-25	110-2131-511.14-70	\$ 8,000.00	
16	110-2120-511.02-25	110-2131-511.18-20	\$ 4,940.00	

TRANSFER OF FUNDS REQUEST FOR FY14 - PERIOD ENDING 6/27/2014
TRANSFERS BETWEEN CAPITAL PROJECTS

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
<u>PUBLIC WORKS</u>				
1	558-6688-881.49-90 Annual Storm Water Projects C49017	558-6688-881.49-90 Grissum Bldg Water Quality C49102	\$ 31,500.00	A transfer of funds is requested to the Grissum Building Water Quality Project to pay outstanding invoices.
2	440-8800-528.49-90 Downtown Ramps/SW 2013 C00523	440-8800-528.49-90 Downtown Ramps/SW 2014 C00539	\$ 20,000.00	A transfer of funds is requested to the Downtown Ramps and Sidewalks 2014 Project. This transfer will cover the contract plus contingency.
<u>WATER & LIGHT</u>				
3	551-7220-881.68-70 Distribution Transformers EL0021	551-7220-881.68-70 Extend Rebel Hill Feeder 212 EL0188	\$400,000.00	A transfer of funds is requested to give the Extend Rebel Hill Feeder 212 Project the remaining funds required to complete the work. This project had previous funding of \$1,000,000. The Distribution Transformers Project will have sufficient funds for the current fiscal year and will receive additional funding at the start of FY15.
4	503-7388-881.49-90 Repl College Ave Signals ER0069	503-7388-881.49-90 Tie Program ER0012	\$ 30,000.00	(Items 4-8) The Replace College Avenue Signals Project, at the request of Missouri DOT, was given \$114,000 from the Tie & Rail Replacement Programs. MoDOT may redesign the signals project, which will require a re-bid for the work. \$197,000 will remain in the Signals Project. \$113,000 will be moved to other projects in order to begin the summer work to replace ties and rail, and improve surfacing and bridges.
5	503-7388-881.49-90 Repl College Ave Signals ER0069	503-7388-881.49-90 Surfacing Program ER0013	\$ 10,000.00	
6	503-7388-881.49-90 Repl College Ave Signals ER0069	503-7388-881.49-90 Rail Replacement Program ER0014	\$ 50,000.00	
7	503-7388-881.49-90 Repl College Ave Signals ER0069	503-7388-881.49-90 Capital Maintenance ER0045	\$ 17,000.00	
8	503-7388-881.49-90 Repl College Ave Signals ER0069	503-7388-881.49-90 Treat Timber Bridges ER0067	\$ 6,000.00	