

City of Columbia

701 East Broadway, Columbia, Missouri 65201



Agenda Item Number: REP 46-15

Department Source: Finance

To: City Council

From: City Manager & Staff

Council Meeting Date: April 6th, 2015

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 March 27th, 2015. 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 FY15 - PERIOD ENDING 03/27/2015

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
<u>FINANCE</u>				
1	551-7220-880.66-41	551-7220-621.14-70	\$ 28,678.00	A transfer of funds is requested due to a purchase of six Retrofit Air System Units not meeting capitalization criteria. The expense and related budget need to be moved to the materials and supplies category.
2	110-1040-502.17-20	110-1040-502.01-39	\$ 75.00	(Items 2-111) Transfer of funds are requested due to clothing allowances, protective footwear, tool allowances, outerwear, and protective eyewear expenses being paid out of a personnel account now, rather than the materials and supply accounts.
3	110-4030-532.17-20	110-4030-532.01-39	\$ 75.00	
4	110-4035-532.17-20	110-4035-532.01-39	\$ 413.00	
5	110-4040-532.17-20	110-4040-532.01-39	\$ 1,238.00	
6	261-5210-541.13-95	261-5210-541.01-39	\$ 75.00	
7	110-5420-541.17-20	110-5210-541.01-39	\$ 75.00	
8	110-5220-541.17-20	110-5220-541.01-39	\$ 225.00	
9	110-5420-541.17-01	110-5221-541.01-39	\$ 200.00	
10	110-5420-541.17-20	110-5221-541.01-39	\$ 450.00	
11	110-5420-541.17-01	110-5222-541.01-39	\$ 200.00	
12	110-5420-541.17-20	110-5222-541.01-39	\$ 375.00	
13	110-5420-541.17-01	110-5230-541.01-39	\$ 400.00	
14	110-5420-541.17-20	110-5230-541.01-39	\$ 675.00	

TRANSFER OF FUNDS REQUESTS FOR FY15 - PERIOD ENDING 03/27/2015

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
15	110-5410-541.17-20	110-5410-501.01-39	\$ 75.00	
16	552-5410-603.17-20	552-5410-603.01-39	\$ 75.00	
17	110-5420-541.17-01	110-5420-541.01-39	\$ 50.00	
18	110-5420-541.17-20	110-5420-541.01-39	\$ 75.00	
19	110-5420-541.17-01	110-5440-541.01-39	\$ 350.00	
20	110-5420-541.17-20	110-5440-541.01-39	\$ 675.00	
21	552-5442-603.17-01	552-5442-603.01-39	\$ 150.00	
22	552-5442-603.17-20	552-5442-603.01-39	\$ 450.00	
23	110-5420-541.17-20	110-5450-541.01-39	\$ 150.00	
24	552-5670-602.17-01	552-5670-602.01-39	\$ 100.00	
25	552-5670-602.17-20	552-5670-602.01-39	\$ 150.00	
26	110-6015-505.17-20	110-6015-505.01-39	\$ 1,500.00	
27	261-6016-505.17-20	261-6016-505.01-39	\$ 75.00	
28	110-6021-521.17-20	110-6021-521.01-39	\$ 75.00	
29	110-6022-521.17-10	110-6022-521.01-39	\$ 1,000.00	
30	110-6022-521.17-20	110-6022-521.01-39	\$ 1,725.00	

TRANSFER OF FUNDS REQUESTS FOR FY15 - PERIOD ENDING 03/27/2015

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
31	110-6023-521.17-20	110-6023-521.01-39	\$ 500.00	
32	110-6024-523.17-20	110-6024-523.01-39	\$ 650.00	
33	553-6110-660.17-01	553-6110-660.01-39	\$ 3,013.00	
34	553-6120-662.17-01	553-6120-662.01-39	\$ 1,450.00	
35	553-6130-661.17-01	553-6130-661.01-39	\$ 200.00	
36	554-6220-651.17-01	554-6220-651.01-39	\$ 150.00	
37	554-6220-651.17-20	554-6220-651.01-39	\$ 300.00	
38	554-6230-652.17-01	554-6230-652.01-39	\$ 50.00	
39	554-6230-652.17-20	554-6230-652.01-39	\$ 75.00	
40	554-6240-653.17-20	554-6240-653.01-39	\$ 675.00	
41	555-6310-640.17-20	555-6310-640.01-39	\$ 75.00	
42	555-6322-641.17-20	555-6310-640.01-39	\$ 75.00	
43	555-6323-641.17-20	555-6310-640.01-39	\$ 75.00	
44	555-6315-640.17-20	555-6315-640.01-39	\$ 863.00	
45	555-6320-642.17-10	555-6320-642.01-39	\$ 250.00	

TRANSFER OF FUNDS REQUESTS FOR FY15 - PERIOD ENDING 03/27/2015

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
46	555-6320-642.17-20	555-6320-642.01-39	\$ 725.00	
47	555-6321-643.17-10	555-6321-643.01-39	\$ 150.00	
48	555-6321-643.17-20	555-6321-643.01-39	\$ 275.00	
49	555-6322-641.17-10	555-6322-642.01-39	\$ 725.00	
50	555-6322-641.17-20	555-6322-642.01-39	\$ 1,388.00	
51	555-6323-641.17-10	555-6323-641.01-39	\$ 475.00	
52	555-6323-641.17-20	555-6323-641.01-39	\$ 833.00	
53	555-6324-641.17-10	555-6324-641.01-39	\$ 100.00	
54	555-6324-641.17-20	555-6324-641.01-39	\$ 425.00	
55	555-6330-643.17-10	555-6330-643.01-39	\$ 725.00	
56	555-6330-643.17-20	555-6330-643.01-39	\$ 1,563.00	
57	556-6410-601.17-20	556-6410-601.01-39	\$ 638.00	
58	557-6510-630.17-20	557-6510-630.01-39	\$ 200.00	
59	557-6520-631.17-10	557-6520-631.01-39	\$ 450.00	
60	557-6520-631.17-20	557-6520-631.01-39	\$ 900.00	

TRANSFER OF FUNDS REQUESTS FOR FY15 - PERIOD ENDING 03/27/2015

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
61	557-6521-631.17-10	557-6521-631.01-39	\$ 150.00	
62	557-6521-631.17-20	557-6521-631.01-39	\$ 300.00	
63	557-6523-631.17-10	557-6523-631.01-39	\$ 200.00	
64	557-6523-631.17-20	557-6523-631.01-39	\$ 300.00	
65	557-6530-631.17-10	557-6530-631.01-39	\$ 1,100.00	
66	557-6530-631.17-20	557-6530-631.01-39	\$ 1,725.00	
67	557-6540-632.17-10	557-6540-632.01-39	\$ 350.00	
68	557-6540-632.17-20	557-6540-632.01-39	\$ 1,200.00	
69	557-6541-632.17-01	557-6541-632.01-39	\$ 150.00	
70	557-6541-632.17-20	557-6541-632.01-39	\$ 150.00	
71	557-6541-632.17-10	557-6541-632.01-39	\$ 125.00	
72	557-6560-631.17-10	557-6560-631.01-39	\$ 150.00	
73	557-6560-631.17-20	557-6560-631.01-39	\$ 225.00	
74	557-6570-633.17-10	557-6570-633.01-39	\$ 250.00	
75	557-6570-633.17-20	557-6570-633.01-39	\$ 450.00	

TRANSFER OF FUNDS REQUESTS FOR FY15 - PERIOD ENDING 03/27/2015

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
76	557-6571-633.17-01	557-6571-633.01-39	\$ 100.00	
77	557-6571-633.17-20	557-6571-633.01-39	\$ 150.00	
78	557-6540-632.17-10	557-6576-633.01-39	\$ 250.00	
79	557-6540-632.17-20	557-6576-633.01-39	\$ 450.00	
80	557-6577-633.17-10	557-6577-633.01-39	\$ 350.00	
81	557-6577-633.17-20	557-6577-633.01-39	\$ 888.00	
82	558-6611-601.17-20	558-6610-601.01-39	\$ 75.00	
83	558-6620-604.17-10	558-6620-604.01-39	\$ 275.00	
84	558-6620-604.17-20	558-6620-604.01-39	\$ 538.00	
85	671-6710-601.17-10	671-6710-601.01-39	\$ 200.00	
86	671-6710-601.17-20	671-6710-601.01-39	\$ 375.00	
87	671-6720-601.17-10	671-6720-601.01-39	\$ 338.00	
88	671-6720-601.17-20	671-6720-601.01-39	\$ 600.00	
89	672-6810-601.17-10	672-6810-601.01-39	\$ 1,225.00	
90	672-6810-601.17-20	672-6810-601.01-39	\$ 1,750.00	

TRANSFER OF FUNDS REQUESTS FOR FY15 - PERIOD ENDING 03/27/2015

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
91	672-6810-601.17-01	672-6810-601.01-39	\$ 2,625.00	
92	672-6810-601.15-10	672-6810-601.01-39	\$ 20,400.00	
93	551-7010-600.17-01	551-7030-600.01-39	\$ 925.00	
94	551-7010-600.17-01	551-7040-600.01-39	\$ 2,025.00	
95	551-7110-611.17-10	551-7110-611.01-39	\$ 4,375.00	
96	551-7120-611.17-01	551-7120-611.01-39	\$ 350.00	
97	550-7120-610.17-20	550-7120-610.01-39	\$ 2,100.00	
98	551-7130-611.15-10	551-7130-611.01-39	\$ 75.00	
99	551-7150-611.17-01	551-7150-611.01-39	\$ 150.00	
100	550-7220-620.17-20	550-7220-620.01-39	\$ 150.00	
101	551-7220-621.11-00	551-7220-621.01-39	\$ 8,063.00	
102	551-7240-621.17-10	551-7240-621.01-39	\$ 825.00	
103	550-7250-620.17-20	550-7250-620.01-39	\$ 50.00	
104	551-7250-621.11-00	551-7250-621.01-39	\$ 525.00	
105	551-7260-621.17-10	551-7260-621.01-39	\$ 638.00	

TRANSFER OF FUNDS REQUESTS FOR FY15 - PERIOD ENDING 03/27/2015

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
106	503-7310-605.17-20	503-7310-605.01-39	\$ 263.00	
107	504-7410-607.17-20	504-7410-607.01-39	\$ 200.00	
108	110-2120-511.17-01	110-2110-511.01-39	\$ 916.00	
109	110-2120-511.17-01	110-2120-511.01-39	\$ 2,748.00	
110	110-2120-511.17-01	110-2162-511.01-39	\$ 1,832.00	
111	110-2120-511.17-01	110-2163-511.01-39	\$ 916.00	
<u>INFORMATION TECHNOLOGIES</u>				
112	674-1850-601.48-20	674-1850-601.20-10	\$ 15,000.00	A transfer of funds is requested to cover travel and training expenses for several department employees.
<u>PUBLIC COMMUNICATIONS</u>				
113	675-0950-601.01-05	675-0950-601.49-90	\$ 20,000.00	A transfer of funds is requested to cover temporary personnel services in Contact Center (Job Finders).

TRANSFER OF FUNDS REQUESTS FOR FY15 - PERIOD ENDING 03/27/2015

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
<u>PUBLIC WORKS</u>				
114	555-6330-641.49-90	555-6323-880.61-10	\$ 5,890.00	A transfer of funds is requested to replace one overhead garage door at the WWTP.
115	555-6330-880.65-25	555-6330-880.66-40	\$ 1,320.00	A transfer of funds is requested to move the excess funding for a dump truck to purchase a spreader, stand, plow, and bed.
<u>WATER & LIGHT</u>				
116	551-7020-600.59-87	551-7220-880.66-40	\$ 25,000.00	A transfer of funds is requested to replace an Ingersoll Rand Air Compressor.

TRANSFER OF FUNDS REQUEST FOR FY15 - PERIOD ENDING 03/27/2015

TRANSFERS BETWEEN CAPITAL PROJECTS

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
<u>PUBLIC WORKS</u>				
1	554-6288-881.49-90 Land Acquisition Phase I C44105	554-6288-881.49-90 Passenger Terminal Upgrade C44066	\$ 32,925.00	A transfer of funds is requested to close the Land Acquisition Phase I Project and move the remaining balance into the Passenger Terminal Upgrade Project.
2	555-6388-881.49-90 Annual Private Common Collect C43112	555-6388-881.49-90 PCCE #15 Anderson Ave. C43223	\$ 5,000.00	A transfer of funds is requested to reopen the PCCE #15 Anderson Ave. Project. There were additional expense items that came up after the project was closed.
3	555-6388-881.49-90 Annual Private Common Collect C43112	555-6388-881.49-90 PCCE #20 Ridgemont C43248	\$ 2,500.00	A transfer of funds is requested to cover personnel costs for the PCCE #20 Ridgemont Project. This should cover the personnel costs until the bond proceeds have been appropriated.
4	557-6588-881.49-90 Leachate Handling & Storage C48051	557-6588-881.49-90 Landfill Wetlands C48057	\$ 225,000.00	A transfer of funds is requested from the Leachate Handling & Storage Project to the Landfill Wetlands Project. The Landfill Wetlands Project is scheduled to begin in FY16; however, a contract may be signed in FY15 in combination with a few other projects.
<u>WATER & LIGHT</u>				
5	551-7220-881.68-70 Extend Grindstone Feeder #222 EL0191	551-7220-881.68-70 CIP Enterprise Revenue Contingency EL0003	\$ 287,456.00	A transfer of funds is requested due to the completion of the project to extend Grindstone Feeder #222. The remaining balance will be transferred to the Contingency Project.