Source: Finance

Agenda Item No: REP 133-12

To: City Council
From: City Manager and Staff

Council Meeting Date: August 20, 2012

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 10, 2012. 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 FY12 - PERIOD ENDING 8/10/2012
TRANSFERS BETWEEN CAPITAL PROJECTS

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
PUBLIC WORKS				
1	440-8800-548.49-90 Green Belt C40159	440-8800-528.49-90 GNM SW Old 63 Grindstone C00507	$ 14,073.00	A transfer of funds is requested to the Non-Motorized Southwest Old Highway 63 Grindstone project to fund part of the acquisition cost that is not reimbursable under the Non-Motorized Grant.
2	440-8800-528.49-90 Traffic Safety ER0051	440-8800-528.49-90 Fairview & Ash Signal ER0068	$ 80,000.00	At the July 16, 2012 public hearing, Council approved the installation of a span-wire signal at the intersection of Fairview Road and Ash Street. We are requesting a transfer from the Traffic Safety Project account for this project.
3	555-6388-881.49-90 Annual Sewer Improvements C43183	555-6388-881.49-90 FY12 Sewer Main Rehab C43242	$ 450,000.00	A transfer of funds is requested from the Annual Sewer Improvement Project to issue a contract for the FY12 Sewer Main Rehab Project.
4	440-8800-528.49-90 Non-Motorized Project C00271	440-8800-528.49-90 GNM: Downtown Hub Prov/Flat C00431	$ 253,872.00	A transfer of funds is requested from the non-motorized grant for the construction project approved by MoDOT (GNM: Downtown Hub Providence to Flat Branch).
PARKS AND RECREATION				
5	552-5588-881.49-90 Golf Course Fiber & POS C46074	552-5588-881.49-90 American Legion Improvements C46072	$ 290.00	A transfer of funds is requested from Golf Course Fiber Project (project is complete) to pay the final $290 invoice for American Legion Improvement Project. That project can then be closed. Both projects were funded by Recreation User Fees (RSR).

TRANSFER OF FUNDS REQUESTS FOR FY12 - PERIOD ENDING 8/10/2012

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
MUNICIPAL COURT				
1	110-1610-515.66-42	110-1610-515.18-20	$ 8,182.00	Ten scanners were purchased at a cost of $818.17, each 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.
FINANCE				
2	110-1040-502.18-10	110-1040-502.20-40	$ 500.00	(Items 2 and 3) Certification requirements are increasing after 2013. The only class scheduled for the remainder of 2012 is September 25 - September 27. The class is regularly $650 per person, but we can obtain a discount through our organization and the class will only cost $150 per person. Hotel accommodations will not be needed by either employee, which will also offer a significant savings to the City. We request this transfer to cover registration and travel because the balance is currently negative in that account.
3	110-1040-502.12-10	110-1040-502.20-40	$ 400.00	
PUBLIC WORKS				
4	556-6410-601.14-70 PW Parking Instru. & Apparatus	556-6410-601.49-90 PW Parking Misc. Contractual	$ 25,000.00	Parking Utility Service and Other Misc. category is over budget. We are requesting this transfer to cover utilities and contracted services for the remainder of the fiscal year.
POLICE				
5	SEE ATTACHED LIST	SEE ATTACHED LIST	$ 298,397.00	The Police Department is redistributing FY12 budgeted funds to align with anticipated FY12 estimated expenditures. This budget move still brings the Police Department in at 98% of original budget per City Manager's directive.
6	110-2165-511.48-10	110-2165-511.18-20	$ 1,100.00	(Items 6 through 9) The Police Department is redistributing the remaining funds from Ord. #20845 now that needed items have been identified for project.
7	110-2165-511.48-10	110-2165-511.43-10	$ 600.00	
8	110-2165-511.48-10	110-2165-511.13-95	$ 750.00	
9	110-2165-511.13-40	110-2165-511.13-95	$ 250.00	

POLICE FY12 BUDGET MOVE FOR ESTIMATED EXPENSES

TRANSFER FROM:					
Amount		Fund	Div	Act	Acct
$	2,000.00	110-	2110	-511	.12-10
$	2,782.00	110-	2120	-511	.12-10
$	-	110-	2152	-511	.12-10
$	300.00	110-	2153	-511	.12-10
$	-	110-	2154	-511	.12-10
$	500.00	110-	2159	-511	.12-10
$	150.00	110-	2163	-511	.12-10
$	9,291.00	110-	2131	-511	.12-20
$	3,574.00	110-	2131	-511	.12-30
$	338.00	110-	2120	-511	.12-40
$	50.00	110-	2132	-511	.12-40
$	2,944.00	110-	2132	-511	.13-20
$	400.00	110-	2110	-511	.13-40
$	49,000.00	110-	2120	-511	.13-40
$	6,303.00	110-	2131	-511	.13-40
$	3,579.00	110-	2120	-511	.13-92
$	100.00	110-	2153	-511	.13-92
$	1,600.00	110-	2159	-511	.13-92
$	206.00	110-	2162	-511	.13-92
$	350.00	110-	2165	-511	.13-92
$	1,000.00	110-	2122	-511	.13-95
$	500.00	110-	2142	-511	.13-95
$	3,810.00	110-	2131	-511	.14-10
$	12,793.00	110-	2151	-511	.14-10
$	968.00	110-	2163	-511	.14-70
$	750.00	110-	2110	-511	.17-01
$	400.00	110-	2132	-511	.17-01
$	750.00	110-	2153	-511	.17-01
$	400.00	110-	2159	-511	.17-01
$	750.00	110-	2162	-511	.17-01
$	258.00	110-	2163	-511	.17-01
$	850.00	110-	2165	-511	.17-01
$	2,451.00	110-	2110	-511	.18-20
$	1,869.00	110-	2132	-511	.18-20
$	700.00	110-	2131	-511	.20-10
$	200.00	110-	2132	-511	.20-10
$	256.00	110-	2133	-511	.20-10
$	400.00	110-	2142	-511	.20-10
$	204.00	110-	2152	-511	.20-10
$	-	110-	2153	-511	.20-10
$	256.00	110-	2165	-511	.20-10
$	2,764.00	110-	2110	-511	.20-30
$	6,000.00	110-	2120	-511	.20-30
$	5,500.00	110-	2122	-511	.20-30
$	2,139.00	110-	2131	-511	.20-30

TRANSFER TO:					
Amount		Fund	Div	Act	Acct
$	46.00	110-	2120	-511	.11-00
$	4,500.00	110-	2131	-511	.12-10
$	350.00	110-	2132	-511	.12-10
$	900.00	110-	2151	-511	.12-10
$	1,350.00	110-	2165	-511	.12-10
$	300.00	110-	2110	-511	.12-20
$	3,000.00	110-	2120	-511	.12-20
$	549.00	110-	2110	-511	.12-30
$	100.00	110-	2110	-511	.12-40
$	250.00	110-	2151	-511	.12-40
$	1,193.00	110-	2120	-511	.13-20
$	5,923.00	110-	2132	-511	.13-30
$	775.00	110-	2132	-511	.13-40
$	18,200.00	110-	2151	-511	.13-40
$	28.00	110-	2154	-511	.13-40
$	20.00	110-	2165	-511	.13-40
$	292.00	110-	2110	-511	.13-92
$	7,500.00	110-	2152	-511	.13-93
$	78.00	110-	2110	-511	.13-95
$	20,891.00	110-	2120	-511	.13-95
$	796.00	110-	2132	-511	.13-95
$	400.00	110-	2151	-511	.13-95
$	700.00	110-	2152	-511	.13-95
$	800.00	110-	2153	-511	.13-95
$	500.00	110-	2154	-511	.13-95
$	150.00	110-	2159	-511	.13-95
$	492.00	110-	2165	-511	.13-95
$	39,765.00	110-	2120	-511	.14-10
$	16,770.00	110-	2132	-511	.14-10
$	508.00	110-	2153	-511	.14-10
$	51.00	110-	2110	-511	.14-70
$	24,584.00	110-	2120	-511	.14-70
$	4,229.00	110-	2120	-511	.17-01
$	2,000.00	110-	2154	-511	.17-01
$	11,822.00	110-	2133	-511	.17-30
$	364.00	110-	2110	-511	.18-10
$	13,562.00	110-	2120	-511	.18-20
$	544.00	110-	2142	-511	.18-20
$	79.00	110-	2151	-511	.18-20
$	35.00	110-	2154	-511	.18-20
$	2,852.00	110-	2110	-511	.20-10
$	12,737.00	110-	2120	-511	.20-10
$	1,104.00	110-	2122	-511	.20-10
$	688.00	110-	2151	-511	.20-10
$	3,841.00	110-	2154	-511	.20-10

POLICE FY12 BUDGET MOVE FOR ESTIMATED EXPENSES

TRANSFER FROM:

Amount	Fund	Div	Act	Acct
$ 575.00	110-	2151	-511	.20-30
$ 464.00	110-	2120	-511	.20-40
$ 173.00	110-	2110	-511	.25-50
$ 90.00	110-	2120	-511	.25-50
$ 225.00	110-	2122	-511	.25-50
$ 2,685.00	110-	2132	-511	.35-30
$ 9,237.00	110-	2132	-511	.35-31
$ 31,039.00	110-	2132	-511	.35-33
$ 5,026.00	110-	2132	-511	.35-34
$ 1,708.00	110-	2132	-511	.35-35
$ 350.00	110-	2110	-511	.40-21
$ 345.00	110-	2120	-511	.41-00
$ 100.00	110-	2132	-511	.41-00
$ 200.00	110-	2142	-511	.41-00
$ 157.00	110-	2162	-511	.41-00
$ 150.00	110-	2163	-511	.41-00
$ 190.00	110-	2165	-511	.41-00
$ 20,648.00	110-	2132	-511	.48-01
$ 2,000.00	110-	2110	-511	.48-10
$ 7,285.00	110-	2131	-511	.48-10
$ 29,320.00	110-	2151	-511	.48-10
$ 41,414.00	110-	2132	-511	.48-20
$ 9,000.00	110-	2132	-511	.49-40
$ 2,600.00	110-	2120	-511	.49-60
$ 2,000.00	110-	2131	-511	.49-90
$ 981.00	110-	2120	-511	.56-01
$ 1,000.00	110-	2162	-511	.56-01
$ 298,397.00	**TOTAL TRANSFERRED FROM**			

TRANSFER TO:

Amount	Fund	Div	Act	Acct
$ 555.00	110-	2162	-511	.20-10
$ 67.00	110-	2163	-511	.20-10
$ 750.00	110-	2153	-511	.20-30
$ 345.00	110-	2162	-511	.20-30
$ 320.00	110-	2163	-511	.20-30
$ 450.00	110-	2110	-511	.20-40
$ 4,359.00	110-	2131	-511	.20-40
$ 210.00	110-	2133	-511	.20-40
$ 395.00	110-	2151	-511	.20-40
$ 1,180.00	110-	2153	-511	.20-40
$ 515.00	110-	2154	-511	.20-40
$ 2,210.00	110-	2162	-511	.20-40
$ 1,695.00	110-	2165	-511	.20-40
$ 300.00	110-	2110	-511	.41-00
$ 170.00	110-	2131	-511	.41-00
$ 560.00	110-	2151	-511	.41-00
$ 225.00	110-	2153	-511	.41-00
$ 1,160.00	110-	2132	-511	.45-90
$ 300.00	110-	2152	-511	.45-90
$ 5,500.00	110-	2132	-511	.45-92
$ 180.00	110-	2120	-511	.45-95
$ 753.00	110-	2132	-511	.48-10
$ 65.00	110-	2165	-511	.48-10
$ 38,800.00	110-	2120	-511	.48-20
$ 310.00	110-	2133	-511	.48-20
$ 1,166.00	110-	2131	-511	.49-60
$ 9,028.00	110-	2132	-511	.49-60
$ 1,500.00	110-	2133	-511	.49-60
$ 350.00	110-	2165	-511	.49-60
$ 9,908.00	110-	2132	-511	.49-90
$ 7,255.00	110-	2165	-511	.49-90
$ 2,198.00	110-	2165	-511	.56-01
$ 298,397.00	**TOTAL TRANSFERRED TO**			