



Source: Finance

A handwritten signature in black ink, likely of the City Manager.

Agenda Item No: REp 105-13

To: City Council

From: City Manager and Staff

A handwritten signature in black ink, likely of the City Manager.

Council Meeting Date: July 1, 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 June 21, 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 REQUESTS FOR FY13 - PERIOD ENDING 6/21/2013

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
<u>CULTURAL AFFAIRS</u>				
1	110-4610-544.12-10 Office Supplies ESURCA	110-4630-544.49-90 Misc. Contractual ESURCA	\$ 1,000.00	A transfer of funds is requested to pay for start-up expenses and fundraising events for the Columbia Arts Foundation. Arts and Drafts was held on May 23 and funds are needed to pay for the entertainment from the project fund.
<u>PUBLIC HEALTH AND HUMAN SERVICES</u>				
2	110-3210-531.01-01 GFDAEH	110-3210-531.66-53 GFDAEH	\$ 15,950.00	(Items 2 through 12) A transfer of funds is requested to offset the cost of purchasing Inspect2Go electronic food inspection software program, hardware and supplies needed for electronic food inspections.
3	110-3210-531.01-35 GFDAEH	110-3210-531.66-53 GFDAEH	\$ 300.00	
4	110-3210-531.01-38 GFDAEH	110-3210-531.66-53 GFDAEH	\$ 90.00	
5	110-3210-531.02-10 GFDAEH	110-3210-531.66-53 GFDAEH	\$ 1,200.00	
6	110-3210-531.02-20 GFDAEH	110-3210-531.66-53 GFDAEH	\$ 2,400.00	
7	110-3210-531.02-30 GFDAEH	110-3210-531.66-53 GFDAEH	\$ 60.00	
8	110-3210-531.02-34 GFDAEH	110-3210-531.66-53 GFDAEH	\$ 2,500.00	

TRANSFER OF FUNDS REQUESTS FOR FY13 - PERIOD ENDING 6/21/2013

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
9	110-3210-531.02-36 GFDAEH	110-3210-531.66-53 GFDAEH	\$ 20.00	
10	110-3210-531.20-10 GFDAEH	110-3210-531.66-53 GFDAEH	\$ 1,000.00	
11	110-3210-531.12-50 GFDAEH	110-3210-531.66-53 GFDAEH	\$ 9,100.00	
12	110-3210-531.12-50 GFDAEH	110-3210-531.49-90 GFDAEH	\$ 2,200.00	
<u>HUMAN RESOURCES</u>				
13	659-1350-601.13-95 E-WELL	659-1350-601.40-50 E-WELL	\$ 775.00	A transfer of funds is requested to reimburse the cost of the Mobile Health Unit by the Wellness Credit budget.
<u>WATER AND LIGHT</u>				
14	551-7020-600.59-87 Elec Rates & F.P., Contingency	551-7150-611.49-90 Elec Prod CEC, Misc Contr. Srvcs	\$ 442,500.00	A transfer of funds is requested for estimated future payments for contractual services. The FY13 budget included two positions that would replace our ProEnergy contract. However, we made two attempts to fill the positions, which were not successful due to the pay scale offered.
15	551-7020-600.59-87 Elec Rates & FP, Contingency	551-7110-611.49-90 Elec Prod, Misc Contr. Srvcs	\$ 236,500.00	A transfer of funds is requested for estimated remaining fiscal year costs for contractual services to repair power plant equipment. A transfer from Contingency to cover the additional expenditures is required from inspection of equipment at the plant.

TRANSFER OF FUNDS REQUESTS FOR FY13 - PERIOD ENDING 6/21/2013

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
<u>PUBLIC WORKS</u>				
16	557-6541-880.65-25	557-6541-632.14-70	\$ 2,306.72	An air compressor was purchased at a cost of \$2,306.72 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.
17	557-6541-880.65-25	557-6577-880.66-40	\$ 38,254.00	A transfer of funds is requested to replace #1290 skid steer due to high down time and repair cost. There were remaining funds left from the purchase of the Grapple Truck.
18	557-6521-631.59-87 Container Maint/Contingency	557-6530-880.66-46 Residential/Refuse Containers	\$ 15,550.00	A transfer of funds is requested to purchase a mini compactor replacement for Foxfire Apartments.
19	557-6521-631.59-87 Container Maint/Contingency	557-6530-880.66-46 Residential/Refuse Containers	\$ 15,550.00	A transfer of funds is requested to purchase a mini compactor for new development of Brookside Apartments on Walnut.
20	557-6521-631.59-87 Container Maint/Contingency	557-6530-880.66-46 Residential/Refuse Containers	\$ 15,550.00	A transfer of funds is requested to purchase a mini compactor for new development of Brookside Apartments on Locust.
21	557-6521-631.59-87 Container Maint/Contingency	557-6523-880.66-46 Roll-Off/Refuse Containers	\$ 6,453.00	A transfer of funds is requested to purchase a compactor receiver box replacement for Columbia (Kraft) Foods.

TRANSFER OF FUNDS REQUEST FOR FY13 - PERIOD ENDING 6/21/2013
TRANSFERS BETWEEN CAPITAL PROJECTS

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
<u>WATER AND LIGHT</u>				
1	551-7220-881.49-90 Elec Distr CIP, Misc Contractual Srvcs EL0171	551-7220-881.49-90 Elec Distr CIP, Misc Contractual Srvcs EL0178	\$ 100,000.00	(Items 1 and 2) Project EL0178 will underground overhead lines on 5th Street from Stewart Road to Conley. Estimated total cost is \$800,000. Project EL0171 is to install a new transformer at Harmony Branch substation with additional funding in FY15. After further evaluation, the transformer project can be delayed to FY17 and the existing funds moved to the 5th Street underground project. This project will need to move forward, possibly starting before the end of FY13, to be out of the way of a planned new development. This transfer will provide funds to start the project in FY13 with final funding in FY14.
2	551-7220-881.68-70 Elec Distr CIP, Distr Systems/Electric EL0171	551-7220-881.68-70 Elec Distr CIP, Distr Systems/Electric EL0178	\$ 250,000.00	
3	551-7110-881.61-01 Elec Production CIP, Bldg & Structures EL0100	551-7220-881.68-70 Elec Distr CIP, Distr Systems/Electric EL0177	\$ 150,000.00	Funding for Coal Bunker project will not be needed until decisions are made regarding the solid fuel units at the power plant. After more detailed design on phase two of the Scott Boulevard project, the project estimate has been increased to \$250,000. This request will move the required funds to complete the Scott Boulevard project.
<u>PARKS AND RECREATION</u>				
4	440-8800-548.49-90 Albert-Oakland Tennis Resurf. C00541	440-8800-548.49-90 Cosmo-Bethel Tennis Resurf. C00540	\$ 6,907.00	A transfer of funds is requested to execute a change order for Cosmo-Bethel tennis court project. Albert-Oakland tennis court resurfacing bid came in under budget.
5	440-8800-548.49-90 Hinkson/Capen Bridge C00520	440-8800-548.49-90 3M Eco Restoration C00460	\$ 25,000.00	We received a \$100,000 RTP grant award for Hinkson/Capen Bridge project and this will save park sales tax funds to use in another project. We request a transfer of funds to 3M Urban Ecological Restoration Project needed to complete items that were not covered by grant funding, such as green roof structural items and concrete accesses, and for final dress up of site.
<u>PUBLIC WORKS</u>				
6	440-8800-548.49-90 GNM Connectors /Improvements C00360	440-8800-528.49-90 GNM Forum Bldg Ped Bridge C00527	\$ 40,000.00	A transfer of funds is requested to close the Non-Motorized Transportation project, Connectors/Improvements intersection project and transfer the funds to the Non-Motorized Transportation Project, Forum Bldg ped Bridge over Hinkson Creek. This will aid in funding the engineering agreement.

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TRANSFERS BETWEEN CAPITAL PROJECTS

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7	440-8800-548.49-90 GNM Connectors /Improvements C00360	440-8800-528.49-90 GNM SW Prov Bus LP/Vandiv C00332	\$ 460,000.00	A transfer of funds is requested to close the Non-Motorized Transportation project, Connectors/improvements intersection project, and transfer the funds to the Non-Motorized Transportation project SW Providence Business Loop/Vandiver project. This will fund the construction contract.
8	440-8800-548.49-90 GNM Connectors /Improvements C00360	440-8800-528.49-90 Non-Motorized Trans Grant C00271	\$ 45,000.00	A transfer of funds is requested to close the Non-Motorized Transportation project, Connectors/improvements intersection project, and transfer the funds back to the Non-Motorized Transportation Project.
9	440-8800-528.49-90 Peachtree Connector C00439	440-8800-528.49-90 Nifong Bethel Sidewalk C00501	\$ 60,000.00	A transfer of funds is requested to combine the Peachtree Connector Project with the Nifong Bethel Sidewalk Project. These two projects are essentially the same.
10	440-8800-528.49-90 Annual JT State/City Project C40160	440-8800-528.49-90 Annual JT County/State /City C40161	\$ 393,601.00	(Items 10 and 11) A transfer of funds is requested to combine the Joint Annual State City Project with the Joint Annual County City Project into a new project called Annual Joint County/State/City Project.
11	440-8800-590.49-90 Annual JT State/City Project C40160	440-8800-528.49-90 Annual JT County/State /City C40161	\$ 445,000.00	
12	440-8800-548.49-90 GNM SW Broadway - Fairview/S C00324	440-8800-528.49-90 Non-Motorized Trans Grant C00271	\$ 8,883.00	A transfer of funds is requested to close the Non-Motorized Transportation project, Connectors/improvements intersection project, and transfer the funds back to the Non-Motorized Transportation Project.
13	440-8800-528.49-90 Annual Sidewalk Project C40162	440-8800-528.49-90 Carter Lane Sidewalk C00548	\$ 50,000.00	A transfer of funds is requested from the Annual Sidewalk Project to the Carter Lane Sidewalk Project in order to cover the cost of the survey.
14	440-8800-528.49-90 Annual Street C40158	440-8800-528.49-90 GNM Hominy Woodridge /Clark C00362	\$ 9,571.00	A transfer of funds is requested to the GNM Hominy Woodridge/Clark Project for Supplemental Agreement #3.

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TRANSFERS BETWEEN CAPITAL PROJECTS

DEPARTMENT/ ITEM #	TRANSFER FROM ACCOUNT	TRANSFER TO ACCOUNT	AMOUNT	DESCRIPTION
15	555-6388-881.49-90 Private Common Collector C43112	555-6388-881.49-90 PCCE #17 Wilson/Ross C43226	\$ 20,000.00	A transfer of funds is requested to the PCCE #17 Wilson/Ross project to fund the engineer's hours spent on the project.