



Department Source: Finance

To: City Council

From: City Manager & Staff

Council Meeting Date: April 17, 2023

Re: Amendment to the FY23 Annual Budget - Intra-Departmental Transfer of Funds

Executive Summary

Attached is a report of the intra-departmental Transfer of Funds request for the period ending April 6, 2023. 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.

Public Health & Human Services/Administration - A transfer of funds from Resale and Medical Supplies is requested to pay for legal fees in the amount of \$15,000.

Parks & Recreation/Park Services - A transfer of funds is requested from personnel to miscellaneous contractual in the amount of \$44,000, to utilize our term and supply contractor to assist with concrete flatwork projects. These projects would normally be completed by our construction staff but they have been significantly understaffed and have several deadlines that staff cannot meet without this transfer.

A transfer of funds is requested from personnel to miscellaneous contractual in the amount of \$3,500 to utilize our term and supply contractor to assist with concrete flatwork projects. These projects would normally be completed by our construction staff but they have been significantly understaffed and have several deadlines that staff cannot meet without this transfer.

A transfer of funds is requested from personnel to contractual services in the amount of \$7,000 for the inspection and maintenance of the HVAC system at the NE Event Center at NE Regional Park. The contractor will inspect the entire system and complete all necessary maintenance on the four HVAC units in the building. This will ensure the four heating and cooling units are up to date and ready for summer use. Loss of revenue could result from any type of HVAC system failure due to scheduled rentals in the building and the Boone County Fair in July.

Fiscal Impact

Short-Term Impact: None.

Long-Term Impact: None.



Strategic & Comprehensive Plan Impact

Strategic Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable

Comprehensive Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Not applicable, Tertiary Impact: Not Applicable

Legislative History

Date	Action
N/A	N/A

Suggested Council Action

Acceptance of the report.