

**AMENDMENT TO THE FY2020 ANNUAL BUDGET - INTRADEPARTMENTAL TRANSFER OF FUNDS REQUESTS FOR FY20 - PERIOD ENDING 03/06/20**

**NON-CAPITAL**

<b>DEPARTMENT.</b>	<b>TRANSFER FROM</b>	<b>TRANSFER TO</b>		
<b>ITEM #</b>	<b>ACCOUNT</b>	<b>ACCOUNT</b>	<b>AMOUNT</b>	<b>DESCRIPTION</b>
<b>IT/Help Desk</b>				
1	67401830 506642	67401830 501820	\$1,352.00	
	IT Helpdesk Capital Outlay	IT Helpdesk Computer/Electronic Items		A transfer of funds is requested as the purchase does not meet capitalization criteria. Budget and related expense needs to be moved to the Computer/Electronic items operating expense account.
2	67401830 501420	67401830 506642	\$2,037.75	
	IT Helpdesk Parts Equipment	IT Helpdesk Capital Outlay		A transfer of funds is requested as three Smartboards were invoiced totaling \$16,428.45. Each is \$5,476.25 and meets the criteria to be capitalized. Transferring budget and expense from operating to Capital Outlay.
3	67401870 501810	67401830 506642	\$5,600.00	
	IT PMO Furniture	IT Helpdesk Capital Outlay		A transfer of funds is requested as three Smartboards were invoiced totaling \$16,428.45. Each is \$5,476.25 and meets the criteria to be capitalized. Transferring budget and expense from operating to Capital Outlay.
4	67401810 501810	67401830 506642	\$8,791.00	
	IT Administration Furniture	IT Helpdesk Capital Outlay		A transfer of funds is requested as three Smartboards were invoiced totaling \$16,428.45. Each is \$5,476.25 and meets the criteria to be capitalized. Transferring budget and expense from operating to Capital Outlay.
5	67401830 506642	67401830 501820	\$1,352.00	
	IT Helpdesk Computer Capital Outlay	IT Helpdesk Computer		A transfer of funds is requested as purchase does not meet capitalization criteria. Budget and related expense needs to be moved to the Materials category.
<b>Utilities/Sewer</b>				
1	55506324 506641	55506324 501470	\$235.50	
	Sewer Instruments and Apparatus Capital	Sewer Instruments and Apparatus		A transfer of funds is requested as purchase does not meet capitalization criteria. Budget and related expense needs to be moved to the Sewer Instrument Apparatus operating expense account.
2	55506324 506641	55506324 501470	\$3,304.40	
	Sewer Instruments and Apparatus Capital	Sewer Instruments and Apparatus		A transfer of funds is requested as purchase does not meet capitalization criteria. Budget and related expense needs to be moved to the Sewer Instrument Apparatus operating expense account.

**Public Works/Engineering**

1	11006024 506641	11006027 501470	\$480.00
	PW Engineering Capital Instruments and Apparatus	PW Engineering Instruments and Apparatus	

A transfer of funds is requested so funds can be used to purchase additional equipment (Prism Pole Bipod, Robotic Carbon Fiber Rod with pins and assembly kit) needed for the survey staff.

**Finance/Purchasing**

1	11001040 504810	11001040 502010	\$720.00
	Vehicle Maintenance	Travel Training	

A transfer of funds is requested so a Purchasing employee may attend training in Jefferson City. The three day course is called Developing and Managing RFP's for the Public Sector. The employee received a scholarship that will pay for the registration cost of \$595. All other costs will be incurred by the City. Reimbursement will come after the employee attends the course.