



City of Columbia

701 East Broadway, Columbia, Missouri 65201

Department Source: Finance

To: City Council

From: City Manager & Staff

Council Meeting Date: January 3, 2022

Re: Appropriating Funds for Citywide Copier Cost

Executive Summary

Appropriating funding to various departments for copier Intragovernmental Fees.

Discussion

While developing the copier fees for FY 22, Staff intended to compile one year of actuals for the prior year. Unfortunately, there were only 2 months of data for the fees used to collect the number of pages printed and the number of pages copied. This resulted in less budgeted for these activities than needed. After each month of the Fiscal Year, we use the actual data for the month, and charge based on actual use for the number of pages printed and copied. This portion of the fee is used to pay for services from the leasing company, as well as the cost of the toner used in the machines owned by the City.

Fiscal Impact

Short-Term Impact: total increase to budgeted amounts of \$37,089 paid between multiple departments.

Strategic & Comprehensive Plan Impact

Strategic Plan Impacts:

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

Comprehensive Plan Impacts:

Primary Impact: Inter-Governmental Cooperation, Secondary Impact: Not applicable, Tertiary Impact: Not Applicable

Legislative History

Date	Action
08/02/2021	B241-21 Adopting the FY 2022 Annual Budget for the City of Columbia.

Suggested Council Action

Approve the increased budget authority for these accounts.