

AMENDMENT TO THE FY2019 ANNUAL BUDGET - INTRADEPARTMENTAL TRANSFER OF FUNDS REQUESTS FOR FY19 - PERIOD ENDING 06/07/19
NON-CAPITAL

DEPARTMENT.	TRANSFER FROM	TRANSFER TO	AMOUNT	DESCRIPTION
ITEM #	ACCOUNT	ACCOUNT		
Parks & Rec/Park Services				
1	11005222 500101 Forestry Permanent Positions	11005230 504990 Construction Miscellaneous Contractual	\$13,000.00	See attached.
2	11005222 500210 Forestry Social Security	11005230 504990 Construction Miscellaneous Contractual	\$1,000.00	See attached.
3	11005222 500220 Forestry Lagers Retirement	11005230 504990 Construction Miscellaneous Contractual	\$4,000.00	See attached.
4	11005230 500101 Construction Permanent Positions	11005230 504990 Construction Miscellaneous Contractual	\$21,000.00	See attached.
5	11005230 500105 Construction Temporary Positions	11005230 504990 Construction Miscellaneous Contractual	\$5,000.00	See attached.
6	11005230 500210 Construction Social Security	11005230 504990 Construction Miscellaneous Contractual	\$2,000.00	See attached.
7	11005230 500220 Construction Lagers Retirement	11005230 504990 Construction Miscellaneous Contractual	\$4,000.00	See attached.
Sustainability/Sustainability				
1	11000610 504990 Miscellaneous Contractual	11000610 501220 Printing	\$4,000.00	A transfer of funds is requested so copies of the Climate Action & Adaption Plan (CAAP) can be printed.

2	11000610 504990 Miscellaneous Contractual	11000610 501395 Miscellaneous Supplies	\$500.00	A transfer of funds is requested so t-shirts can be printed for interns and staff for Summer outreach events.
3	11000610 504990 Miscellaneous Contractual	11000610 501820 Computer/Electric Items	\$700.00	A transfer of funds is requested to update Adobe Cloud license.
4	11000610 504990 Miscellaneous Contractual	11000610 501395 Miscellaneous Supplies	\$1,300.00	A transfer of funds is requested for outreach and promotion items for CAAP.
Human Resources/Human Resources				
1	11001210 504990 Miscellaneous Contractual	11001210 503086 Maintenance Project	\$150.00	A transfer of funds is requested from miscellaneous contractual to maintenance project to cover \$150 fee charged by Building Maintenance to repair ice machine.

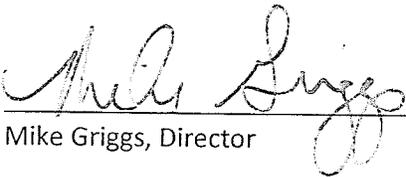
Justification for Transfer of Funds, dated June 3, 2019.

The Parks and Recreation Department has had numerous personnel vacancies in our Construction and Forestry/Trail programs this past year and it has greatly reduced the number of available staff to conduct tasks we normally do in-house. This includes tasks such as doing our own earthwork and grading, sidewalk/trail construction, and installing utilities from the main lines to our facilities. However, this alone would not necessitate a need to transfer funds as we've gotten by before. This year is different as we have three very large capital projects that our crews are working on and two of them have hard deadlines. Therefore, we are requesting a transfer of Personnel Funds to Misc Contractual services. This will allow us to utilize contract labor to help us meet these deadlines. Staff attempted to hire temporary employees to assist, but found it nearly impossible to find anyone with the required skills at our rate of pay.

The Farmers Market project has a dedication scheduled for July 13 and the Gans Creek Cross Country Course, has their first MU meet on August 23 with a dedication scheduled for September 27. The other large project is the Sports Fieldhouse and while it doesn't have a set deadline, we need to be keep up with the contractor so he's not further behind his schedule and resulting liquidated damages.

If the request is approved, the Misc Contractual funds will be used to hire existing City of Columbia Term and Supply vendors: Rick Richardson for grading, Adair Construction for sidewalk/trail construction and Seth Paul for utility connections. Depending on the weather, we may also need MME for some electrical work.

We are still not at full labor force and this past Friday, May 31, another employee gave us his two week notice to join a private construction firm that is working on the Mizzou Football Stadium Expansion project.


Mike Griggs, Director

6-3-19

Date