



# City of Columbia

701 East Broadway, Columbia, Missouri 65201

Department Source: Finance

To: City Council

From: City Manager & Staff

Council Meeting Date: January 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 January 3, 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.

PHHS – A transfer from Travel Training to Program Supplies was requested, as more budget is needed for program supplies than travel so far this year. Also a transfer from Permanent Positions to Medical Supplies was requested because of the additional needs for medical supplies. Because of vacancies within the department the Permanent Positions has funds to cover this cost.

Legal - A transfer of funds was requested from Miscellaneous Contractual to two separate accounts: Computer and Electronic Items and Furniture. The funds will be utilized to acquire additional furniture and technology in order to complete the department reconfiguration, including a small conference table and chairs, new desk, adjustable height desk bases and conference room technology. Improved work spaces to facilitate staff interaction and collaboration. Standing desks and tables encourage healthy workstyles. The addition of technology in the conference room will bring the conference room up to the standards of other conference rooms in City Hall and will promote organization excellence via enhanced group training opportunities.

## 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



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[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
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Acceptance of the report.