



## MEMORANDUM

TO: City of Menasha Common Council

From: Peggy Steeno, <sup>PS</sup>Administrative Services Director

Date: May 5, 2014

RE: Resolution Transferring / Appropriating 2013 Budget Funds

### **BACKGROUND**

One of the regular steps in the year end process requires an evaluation of the overall spending from the year (2013). In doing so, all accounts are evaluated by the amounts over or under against the respective budget. The transfer process includes utilizing funds from accounts that were under spent, as well as revenues and fund equity when necessary, to support the accounts that were over spent. Because this effectively alters the previous year's budget, Council approval is required.

### **ANALYSIS**

Per the accompanying resolution and attached schedule, all transfers are outlined. The top section of the resolution includes all divisional budgets that had spending in excess of the original budget, and the second section includes divisional budgets that spent less than their original budget allocation and can be used to cover the section one overages.

### **FISCAL IMPACT**

Aside from the spending, in the top section, and the savings, in the bottom section, for 2013, there is no direct financial impact related to the Fund Transfer Action. Rather, it is an accounting function that reconciles the budget to the actual numbers for the 2013 Fiscal Year.

### **RECOMMENDATION**

Staff recommends that Council adopt this resolution.

RESOLUTION TRANSFERRING/APPROPRIATING FUNDS

Introduced by Alderman Nichols

WHEREAS, it is necessary for the City of Menasha to transfer funds to cover 2013 Budget overdrafts.

NOW, THEREFORE, BE IT RESOLVED by the Mayor and the Common Council concurring that the following budget transfers/appropriations be made:

<u>Account Number</u>	<u>Account Name</u>	<u>Amount</u>	<u>Amount</u>
<b>To:</b>			
100-0102-581	Steam Plant	8,125	
100-0305-562	Urban Redevelopment	1,644	
100-0406-513	Illegal Tax/Tax Refund	1,138	
100-0408-552	Civic Commemorations	5,426	
100-0704-552	Swimming Pool	3,360	
100-0706-561	Forestry	21,407	
100-0803-521	Community Service Officer	4,679	
100-0804-521	Auxiliary Police	918	
100-0906-531	Prevention Program	2,386	
100-0913-531	Lead Prevention Grant	2,751	
100-0914-531	Immunization Grant	9,332	
100-0915-531	Maternal Child Health	12,591	
100-0916-531	Dental Sealant Program	18,387	
100-0918-531	Bio-Terrorism	34,178	
100-0920-531	Senior Center	94	
100-1001-514	Building Maintenance	2,253	
100-1003-541	Street Construction/Evcavation	66,592	
100-1006-541	Snow & Ice Removal	147,112	
100-1008-541	Street Signs/Markings	7,245	
100-1011-541	Sidewalk Excavations	5,831	
100-1012-541	Stret Lighting	3,580	
100-1014-543	Canal Maint. - Construction	935	
100-1016-543	Refuse Collection/Disposal	42,798	
100-1018-543	Weed Cutting	220	
100-1027-543	Recycling-Solid Waste	443	
		<b>\$ 403,425</b>	
<b>From:</b>			
100-0401-513	Comptroller/Treasurer		64,341
100-0304-562	Community Development		6,850
100-0703-553	Parks		62,474
100-0801-521	Police		117,680
100-0903-531	Health		25,740
100-0903-531	Health Screenings/60 Plus		44,303
100-1002-541	Engineering		63,590
100-1009-541	Sidewalks and Crosswalks		18,447
			<b>\$ 403,425</b>

Passed and approved this \_\_\_ day of \_\_\_\_\_, 2014

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Donald Merkes, Mayor

Attest:

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Deborah A. Galeazzi, City Clerk

FISCAL NOTE: This resolution is to cover those individual divisions which exceeded their budgeted amount.

The General Fund, in its entirety, had revenues in excess of expenditures of approximately \$97, 200 \* for 2013.  
Peggy Steeno, Administrative Services Director

\* Unaudited