

Authorized Intrafund & Personnel Services Budget Transfers thru December 2014

2014 Budget Transfer Schedule

Fund	Department / Line Item	Date Approved by City Manager	From Amount	To Amount	Purpose
General Fund	Facilities & Fleet/Repair and Maintenance Building		\$ 4,903		
General Fund	Facilities & Fleet/Professional Services			\$ 4,903	
Total Budget Transfer 1		1/7/2014	\$ 4,903	\$ 4,903	Transfer for unanticipated cleaning costs at Eagle St. facility.
Capital Improvement Fund	Sidewalks		\$ 7,000		
Capital Improvement Fund	Vista Verde Neighborhood Improvements			\$ 7,000	
Total Budget Transfer 2		2/4/2014	\$ 7,000	\$ 7,000	Additional work for Vista Verde Project.
Capital Improvement Fund	Grant Match Funds/Other		\$ 20,000		
Capital Improvement Fund	Potomac/Briarwood Signal			\$ 20,000	
Total Budget Transfer 3		2/24/2014	\$ 20,000	\$ 20,000	City funds required for grant project.
Capital Improvement Fund	Grant Match Funds/Other		\$ 5,000		
Capital Improvement Fund	Vista Verde Neighborhood Improvements			\$ 5,000	
Total Budget Transfer 4		3/25/2014	\$ 5,000	\$ 5,000	Additional work for Vista Verde Project.
Capital Improvement Fund	Grant Match Funds/Other		\$ 21,000		
Capital Improvement Fund	Potomac/Briarwood Signal			\$ 21,000	
Total Budget Transfer 5		4/24/2014	\$ 21,000	\$ 21,000	City funds required for grant project.
General Fund	Communications/Newsletter		\$ 47,555		
General Fund	Communications/Community Activities			\$ 47,555	
Total Budget Transfer 6		7/25/2014	\$ 47,555	\$ 47,555	Funds to cover Kickoff Summer Event
General Fund	Land Use/Office Supplies		\$ 2,275		
General Fund	Land Use/Non Capital Furniture			2,275	
Total Budget Transfer 7		7/25/2014	\$ 2,275	\$ 2,275	Funds to cover furniture
General Fund	Facilities/Professional Services		\$ 12,000		
General Fund	Facilities/Building Improvements			\$ 12,000	
Total Budget Transfer 8		8/5/2014	\$ 12,000	\$ 12,000	Funds to cover carpet replacement
General Fund	Office of Innovation/Project Specific		\$ 5,711		
General Fund	Office of Innovation/Machinery			\$ 5,711	
Total Budget Transfer 9		8/6/2014	\$ 5,711	\$ 5,711	Funds to cover vLoc 5000 Receiver

General Fund	Information Technology/Non Capital Computer Equip		\$	2,001		
General Fund	Information Technology/Machinery & Equipment				\$	2,001
Conservation Trust Fund	Parks & Recreation		\$	4,512		
Conservation Trust Fund	Machinery				\$	4,512
Total Budget Transfer 10		8/12/2014	\$	6,513	\$	6,513
						Funds to cover Park Camera Server
General Fund	Communications/Community Activities		\$	47,555		
General Fund	Communications/Newsletter				\$	47,555
Total Budget Transfer 11		8/20/2014	\$	47,555	\$	47,555
						Transfer to reverse Budget Transfer #6 due to Supplemental approved by Council
General Fund	Facilities/Professional Services		\$	4,900		
General Fund	Facilities/Building Improvements				\$	4,900
Total Budget Transfer 12		8/27/2014	\$	4,900	\$	4,900
						Funds to cover sound masking
General Fund	Public Works/Program Admin - FSA		\$	1,790		
General Fund	Public Works/Machinery & Equipment				\$	1,790
Total Budget Transfer 13		9/2/014	\$	1,790	\$	1,790
						Funds to cover equipment
Open Space Fund	Professional Services		\$	2,746		
Open Space Fund	Land Improvements - Amphitheatre				\$	2,746
Total Budget Transfer 14		9/16/2014	\$	2,746	\$	2,746
						Funds to cover material testing
Land Use Fund	Copiers		\$	20,000		
Land Use Fund	Building Improvements				\$	20,000
Total Budget Transfer 15		10/13/2014	\$	20,000	\$	20,000
						Funds to cover Building Division Remodel
General Fund	Public Works/Non-Departmental Project Specific		\$	40,000		
General Fund	Public Works/IT Services				\$	40,000
Total Budget Transfer 16		10/22/2014	\$	40,000	\$	40,000
						Funds for purchase of LiDar
Land Use Fund	Office Supplies		\$	410		
Land Use Fund	Non-cap Furniture and Fixtures				\$	410
Total Budget Transfer 17		11/18/2014	\$	410	\$	410
						Funds to cover additional chairs
Land Use Fund	Land Development Applications		\$	2,500		
Land Use Fund	Professional Services				\$	2,500
Total Budget Transfer 18		11/18/2014	\$	2,500	\$	2,500
						Funds to cover Property Search feature on City website
General Fund	Communications/Newsletter		\$	16,000		
General Fund	Communications/Miscellaneous Expense				\$	8,000
General Fund	Communications/Professional Services				\$	8,000
Total Budget Transfer 19		11/19/2014	\$	16,000	\$	16,000
						Funds to cover miscellaneous expenses and professional services
General Fund	Information Technology/Project Specific		\$	9,212		
General Fund	Information Technology/Non Capital Computer Equip				\$	9,212
Total Budget Transfer 20		12/18/2014	\$	9,212	\$	9,212
						Funds to cover cost of staff computers
General Fund	Information Technology/Project Specific		\$	12,000		
General Fund	Information Technology/IT Services				\$	12,000

Total Budget Transfer 21		12/19/2014	\$	12,000	\$	12,000	Funds to cover cost of GIS Web Portal and Consulting Services
General Fund	Non-Departmental/Project Specific		\$	70,000			
General Fund	Information Technology/IT Services				\$	70,000	
Total Budget Transfer 22		12/22/2014	\$	70,000	\$	70,000	Funds to cover additional asset inventory
General Fund	Public Works/Professional Services		\$	25,000			
General Fund	Facilities/Professional Services				\$	25,000	
Total Budget Transfer 23		12/23/2014	\$	25,000	\$	25,000	Funds to cover unplanned Professional Services expenses incurred in 2014
Total Transfers				\$	384,070	\$	384,070

*In accordance with Resolution 2011-R-11 and Administrative Policy 2010-AP-04 Budget Policy, all intrafund, or departmental transfers and all transfers from personnel services budgets approved by the City Manager require notification to City Council on a monthly basis.