



**CITY OF COOPER CITY
INTERDEPARTMENTAL BUDGET TRANSFER NOTIFICATION**

TO: City Manager

VIA:

FROM: Rob Nay

DATE:

8/13/2025

Notification of the following transfer of funds is provided for the reasons set forth below:


	FROM	TO
Department	Facilities Management	Facilities Management
Account Description	Building Improvements - Other	Repairs - Building & Property
Account Number	001-312-566900-539	001-312-534160-539
Amount to be Transferred (\$)	\$15,000.00	\$8,595.00
		Facilities Management
		Supplies - Building
		001-312-535130-539
		\$6,405.00

This Transaction	All Funds Cumulative FY 25 YTD	2.5% Limit Based on FY 25 Adopted Budget
\$15,000.00	\$383,906	\$2,906,440

REASON:

Our increased capitalization thresholds have rendered Building Improvements - Other Line Item practically obsolete.
This transfer moves the \$15,000 FY25 Budget into line items that need funding due to this increased threshold.
<i>Total appropriations of this fund is NOT changed by this budget amendment.</i>
All funds cumulative include this transaction.

(Please Do Not Write Below This Line)

	APPROVED	DISAPPROVED
Finance		
City Manager		
Commission (≥10K)		

Michael Nadeau

From: Robert Nay
Sent: Wednesday, August 13, 2025 1:18 PM
To: Michael Nadeau
Cc: Tena Granit; Dawn Deland; Friseta Davis
Subject: RE: Trane Invoice
Attachments: PO 2025-8980 Line Item Change Order.pdf

Hi Mike,

I appreciate your help. I signed the attached change order.



Thank you,

Robert Nay
Facilities Maintenance Supervisor
Cooper City Utilities
9070 SW 51 Street
Cooper City, FL 33328

RNay@CooperCity.gov

Phone: 954-434-2300 #303

Web: www.CooperCity.gov

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Please note that Florida has a broad public records law, and that all correspondence to me via email may be subject to disclosure.

From: Michael Nadeau <MNadeau@coopercity.gov>
Sent: Wednesday, August 13, 2025 11:58 AM
To: Robert Nay <RNay@coopercity.gov>
Cc: Tena Granit <TGranit@coopercity.gov>; Dawn Deland <DDeland@coopercity.gov>; Friseta Davis <FDavis@coopercity.gov>
Subject: RE: Trane Invoice

Hi Rob, when I went to start to move funds from the Building Improvements-Other line item I noticed there was an encumbrance from PO 2025-8990 to Stan Weaver for \$8,595. I confirmed with Tena that this does not meet our capitalization threshold either.

So, here is a PO Change Order I've filled out that will change the line item to an operating expense line item Repairs – Building & Property. Please sign and return to me and I will get the other signatures required.

Now I plan to move the entire \$15,000 budget from Building Improvements-Other to a combination of Repairs-Building & Property \$8,595 and Supplies-Building \$6,405. Since this budget amendment is above \$10,000 we will have to attach it to The City Manager's Report on the next Commission Meeting. I will take care of that as well.

I will keep you apprised of my progress.



Thanks, Rob.

Michael Nadeau

Budget Manager

MNadeau@coopercity.gov

Phone: 954-434-4300 #265

Web: www.CooperCity.Gov

Facebook: CooperCityFL

Twitter: @CooperCityGOV

Please note that Florida has a broad public records law, and that all correspondence to me via email may be subject to disclosure.

From: Robert Nay <RNay@coopercity.gov>

Sent: Wednesday, August 13, 2025 10:38 AM

To: Michael Nadeau <MNadeau@coopercity.gov>

Cc: Tena Granit <TGranit@coopercity.gov>; Dawn Deland <DDeland@coopercity.gov>; Friseta Davis <FDavis@coopercity.gov>

Subject: RE: Trane Invoice

Hey Mike,

In light of the capitalization threshold, please transfer \$9,500.00 to the Building Supply 001-312-535130-539 line to accommodate this expense and anticipated future costs.



Thank you,

Robert Nay

Facilities Maintenance Supervisor

Cooper City Utilities

9070 SW 51 Street

Cooper City, FL 33328

RNay@CooperCity.gov

Phone: 954-434-2300 #303

Web: www.CooperCity.gov

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Please note that Florida has a broad public records law, and that all correspondence to me via email may be subject to disclosure.

From: Michael Nadeau <MNadeau@coopercity.gov>

Sent: Monday, August 11, 2025 2:31 PM

To: Robert Nay <RNay@coopercity.gov>

Cc: Tena Granit <TGranit@coopercity.gov>

Subject: Trane Invoice

Hi Rob.

We cannot expense this Trane Invoice to this capital line item as it does not meet the capitalization threshold.

Do you know where you'd like us to move it to in your operating expenses? I've attached your financials as of today to assist with this effort.

If you would like, we could transfer via budget amendment some money from the capital line item to the operating expense line item you'd like to use, if you do not anticipate needing all of those funds in the capital line item.



Thanks Rob....

Michael Nadeau

Budget Manager

MNadeau@coopercity.gov

Phone: 954-434-4300 #265

Web: www.CooperCity.Gov

Facebook: CooperCityFL

Twitter: @CooperCityGOV

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City of Cooper City

9090 SW 50th Place
Cooper City, FL 33328
Tel: 954-434-4300
Email: Purchasing@CooperCity.gov

Tax Exempt #: 85-8012646412C-9

PURCHASE ORDER

No. 2025-8990

Original PO Date: 07/29/2025
Vendor Quote No.: GREENHECK 4/16/2025

Contract Number:

Ordered By: MNadeau

Requisitioner: RNay

Required Delivery Date: 07/28/2025

SHIPPING INFORMATION

F.O.B. Terms:

DESTINATION

Ship To: COOPER CITY PUBLIC WORKS

9070 SW 51 STREET
COOPER CITY, FL 33328
(954) 434-2300

V
E
N
D
O
R

17668

STAN WEAVER COMPANY INC

Attn:

Phone:

Fax:

Email:

NOTE(S):

Line	Qty	Unit	Description	Unit Price	Extended Amount
1	1	EA	RSF-100-7 2,070 CFM OUTSIDE AIR SUPPLY F	3,240.020	\$3,240.02
2	1	EA	RFS-150-20 4,600 CFM OUTSIDE AIR SUPPLY	5,354.980	\$5,354.98
				Total:	\$8,595.00

For City use only:

001-312-566900-539

\$8,595.00

Approved By:

Irvin Williams

Date: 07/29/2025



RECEIPT

Trane U.S. Inc.

MIRAMAR PARTS SUPPLY
11600 Miramar Parkway, Ste 500
MIRAMAR, FL 33025
954-447-6540
Miramar@tranesupply.com

Page

1 of 2

RECEIPT

19756937

Order Number

27031532

AMOUNT DUE :

\$2,622.74

Receipt Date

07/29/2025 12:50:46

Bill To:

CITY OF COOPER CITY
PO BOX 290910
COOPER CITY, FL 33329
USA

Ship To:

CITY OF COOPER CITY
11600 Miramar Pkwy Ste 500
Miramar, FL 33025-5810

Ordered By: Mr. DANNY LEYTON,

Job: COOPER CITY POOL AND TENNIS #4

P21 ID: 1403099

Internal Account: 4161797

Payment Terms: N30

Customer No.: 734818

National Account ID:

PO Number	Unit Info: Make / Model / Serial		
POOL AND TENNIS #4	17504RBFTA		

Order Date	Pick Ticket No		Sold By
07/29/2025 08:09:50	26175539		Jorge Dixon

Quantities					Item ID	Pricing	Unit Price	
Ordered	Shipped	Remaining	UOM	Disp.	Item Description	UOM	Store Pickup	Extended Price
			Unit Size			Unit Size		

Carrier:

Tracking #:

1	1	0 EA	COM08846	EA		1,996.72	1,996.72
		1.0	COMPRESSOR; SCROLL, SSA083A3BPZ, 6.9 TON	1.0000			
			U213027 W-N3MS-010 W-WWPU-010				
			Serial Number: 25DH8601N				
1	1	0 EA	DHY01470	EA		21.49	21.49
Non-Returnable		1.0	DRIER; LIQUID LINE; SERVICE FIRST; 16 CU	1.0000			
			U213027 W-A1SP-001 W-WWPU-010				
2	2	0 EA	SFCTR3P40A24VLA2L	EA		17.71	35.42
Non-Returnable		1.0	CONTACTOR; 3P 40A 24VAC / LUGS A2L	1.0000			
			S-A5GS-060 U213027 W-WWPU-010				
2	2	0 EA	R410A-25!	EA		269.99	539.98
		1.0	R410A 25LBS REFRIGERANT	1.0000			
			U213027 W-K2WR-010 W-WWPU-010				

Item Note: **NON-RETURNABLE**



RECEIPT

Trane U.S. Inc.

MIRAMAR PARTS SUPPLY
11600 Miramar Parkway, Ste 500
MIRAMAR, FL 33025
954-447-6540
Miramar@tranesupply.com

Page

2 of 2

RECEIPT 19756937
Order Number 27031532
AMOUNT DUE : \$2,622.74
Receipt Date 07/29/2025 12:50:46

1	1	0 EA	CHM00413	EA	29.13	29.13
Non-Returnable		1.0	MIN=6/6 CHEMICAL; RX-ACID SCAVENGER	1.0000		
S-B4GS-010 U213027 W-WWPU-010						

Shipment Accepted By:

Total Lines: 5

SUB-TOTAL: 2,622.74

AMOUNT DUE : 2,622.74
U.S. Dollars

Thank you for your business!

Want to receive an email when your order is ready? Talk to a Trane Supply associate to get signed up today!

Looking to order online? Download Trane 360° to place an order from your mobile device!

Effective April 1, 2023: Trane Supply will hold your completed order for a maximum of 15 days. After 15 days your order will be subject to cancellation and the items will be returned to stock.

All purchases are subject to Trane Parts and Supplies terms of sale, www.trane.com/PartsTermsOfSale



For tech training videos, podcasts, and more; scan the QR code or visit
www.fieldtechhelp.com

LCU - Supply

12.14.1291 - 11/25/13M

ORIGINAL

Rev 11

- GL# and Line Description: 001-312-566900-539-00000 Building improvements-Ac replacement
- PO #:
- Project # / Project Code:
- Location of Work: Pool & Tennis Unit #4
- Brief Description of Work: Replace bad Compressor in Condensing unit
- Partial / Full:
- Supervisor Signature: Robert Nay
- Superintendent Signature (as required):

Notes: Net 30