

# EXECUTIVE BRIEF REGULAR MEETING

**AGENDA DATE:** March 1, 2022

**DEPARTMENT:** Community Sustainability

**TITLE:**

FY 2022 interfund budget transfer for purchase of a new vehicle

**SUMMARY:**

FY 2022 Budget transfer of \$32,000 from the Building Department Fund to the City Garage Fund for the acquisition of a new vehicle.

**BACKGROUND AND JUSTIFICATION:**

The purchase of a Toyota RAV4 Hybrid vehicle has been budgeted in FY 2022, in Building Department Fund, Account # 103-2020-515.64-30 (Machinery & Equipment/ Vehicles). This transfer request is keeping with City policy, which requires that vehicle purchases are made by City Garage Fund, Account # 530-9010-549.64.30. The City's financial policy requires that all transfers between funds are approved by the City Commission.

**MOTION:**

Move to approve/disapprove budget transfer of \$32,000 from the Building Department Fund to the City Garage Fund for the acquisition of a new vehicle.

**ATTACHMENT(S):**

Fiscal Impact Analysis  
Budget transfer request  
RAV 4 Quote

**FISCAL IMPACT ANALYSIS**

**A. Five Year Summary of Fiscal Impact:**

<b>Fiscal Years</b>	<b>2022</b>	<b>2023</b>	<b>2024</b>	<b>2025</b>	<b>2026</b>
Capital Expenditures	0	0	0	0	0
Operating Expenditures	32,000	0	0	0	0
External Revenues	0	0	0	0	0
Program Income	0	0	0	0	0
In-kind Match	0	0	0	0	0
<b>Net Fiscal Impact</b>	<b>32,000</b>	<b>0</b>	<b>0</b>	<b>0</b>	<b>0</b>
No. of Addn'l Full-Time Employee Positions	0	0	0	0	0

**B. Recommended Sources of Funds/Summary of Fiscal Impact:**

Account Number	Account Description	Project Number	FY22 Budget	Current Balance	Budget Transfer	Agenda Expenditure	Balance
103-2020-515.64-30	Machinery & Equipment/ Vehicles	N/A	32,000	32,000	-32,000	0	0
530-9010-549.64-30	Machinery & Equipment/ Vehicles	N/A	350,000	10,101	32,000	32,000	10,101