

Department of Public Works

City Hall
730 Washington Avenue
Racine, Wisconsin 53403
(262) 636-9121
(262) 636-9545 Fax



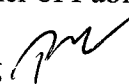
Richard M. Jones, P.E.
Commissioner of Public Works / City Engineer

John C. Rooney, P.E.
Assistant Commissioner – Engineering

Thomas M. Eeg, P.E.
Assistant Commissioner – Operations

February 14, 2006

Memo To: Richard Jones
Commissioner of Public Works

From: Thomas Eeg 
Assistant Commissioner of Public Works - Operations

RE: Transfer of Funds

The plan-size copy machine in the Engineering Department has broken down and the unit can not be repaired. Initially, we had proposed budgeting funds in the 2006 Capital Improvement Program for the replacement of this unit, however, the old unit was working at the time and in order to meet our budget goals for 2006, the funding for this item was removed from the CIP in 2006 with the intent to put the funds for this purchase in the 2007 budget. Since the old unit is now no longer usable and this piece of equipment is needed for the reproduction of contract documents, we have an immediate need to replace this piece of equipment.

I met with Dave Brown to discuss potential funding sources for this purchase and would recommend that the following transfer of funds be requested and that these funds be carried forward into 2006:

Transfer From:

\$10,000	101.600.5770 Traffic – Speed Humps
\$ 5,409	101.600.5780 Traffic – Vehicles
<u>\$15,591</u>	101.630.5780 Street Maintenance – Vehicles
\$31,000	Total

Transfer To:

\$31,000	101.130.5770 Engineering Equipment – Copier
----------	---

There are adequate funds available to provide for this transfer.

Cc: John Rooney