CAPITAL ITEM BUDGET FORM

Submitted by:
Jamie Smith

Department
Revenue Department

Date 07/10/2024

Email
jlsmith@cityoffoley.org

Select item type

Capital Purchase

Item Listed in Budget

Item Not Budgeted

Capital item description Sales Tax Software

Will this capital item replace a current capital asset? No

Is a Grant associated with this item? No

Grant Amount Available (not yet awarded) $0

Grant Amount Approved
$0

City Match Amount
$0

The approved current fiscal year budget shows the capital item cost/expenditures are budgeted in fiscal year N/A .

Amount included in Budget $0

Amount of Approved Grant $0

Projected Cost/Expenditure $15,500

Budget excess/(deficiency) $-15,500

Explanation for budget deficiency:

I had planned to add tax software to FY25 budget but because of implementation times, we need to move forward with purchasing the module now. I would like to transfer the balance in the Revenue Office Addition (Capital Project). We do not anticipate purchasing flooring for a while. IT has $30,000 for Fiber Expansion he doesn't anticipate to use. and I would like to transfer the balance of what we need from IT's Capital Projects budget to Revenue's Capital Purchase budget. The software purchase will be a one time fee.

Request the following budget impact:

Transfer Budgeted Funds BETWEEN Departments

Budget transfer from IT to Revenue.

Email of the Director over the department budget is being transferred from:

gschrader@cityoffoley.org

Budget Category transferring from:

Capital Budget

Budget Category transferring to:

Capital Budget

Transfer From Budget Detail:

Amount of Funds	Account Number	Account Name
7358.94		Capital Projects - Fiber System Expansion
8141.06	400-1014-5100	Revenue Office Addition

Transfer To Budget Detail:

Amount of Funds	Account Number	Account Name
15500		Capital Purchases (Sales Tax Module)

Explanation for budget appropriation and/or transfer:

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IT has $30,000 for Fiber Expansion he doesn't anticipate to use. and I would like to transfer the balance of what we need from IT's Capital Projects budget to Revenue's Capital Purchase budget.

The software purchase will be a one time fee.

Approval Activity History

Actor	Actions	Date
gschrader@cityoffoley.org	Approve	Wednesday, July 10, 2024
mthompson@cityoffoley.org	Approve *Mike Thompson*	Wednesday, July 10, 2024

Actor	Actions	Date
Notification	Approve & Sign request sent to group approval: **Require response from one person** **To:** wtrawick@trawickb.com,wtrawick@cityoffoley.org	Wednesday, July 10, 2024
Notification	Group Approval Step - Reminder Email sent to wtrawick@trawickb.com,wtrawick@cityoffoley.org	Thursday, July 11, 2024
Notification	Group Approval Step - Reminder Email sent to wtrawick@trawickb.com,wtrawick@cityoffoley.org	Thursday, July 11, 2024
wtrawick@trawickb.com	Approve *J.W. Trawick* ☹ Approve & Sign	Thursday, July 11, 2024
Group Approval	Approve	Thursday, July 11, 2024
Notification	Email sent. (Your request has been approved.) jlsmith@cityoffoley.org	Thursday, July 11, 2024