

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION**

Date: August 12, 2010

SUBJECT: Transfer of Contingency funds for Police Department AC Replacement

SUBMITTING DEPARTMENT: Public Works

PREPARED BY: Ken Stanton, Public Works Operations Manager, for
Norm Davis, P.E., Public Works Director

AGENDA LOCATION: Comments/Communications , Consent , Work/Study ,
New Business , Public Hearing , Second Reading

ATTACHMENTS: None

SUMMARY BACKGROUND: This action is to request a transfer of funds in the amount of \$5,000 from contingency funds (101-9500-619-8999) to the Police Department facilities account (101-6115-700-7430 – Capital Equipment) to enable the Public Works Department to replace an Air Conditioning unit. This unit, located in the records area of the building, was originally installed when the building was built in 1995.

Due to the unit failure, the Public Works Department has researched repair options and found that for the amount to perform the repairs required, we can replace the entire unit with a more efficient new unit. The repair or replacement of the HVAC unit was not included in the 2010/2011 budget and a transfer of contingency funds to cover the replacement cost is necessary to proceed.

OPTION ANALYSIS: The Council may vote to:

- 1.) Approve the budget transfer of the funds, **OR**
- 2.) Not approve the transfer of funds, **OR**
- 3.) Direct staff to pursue other options.

ACTION OPTION: Motion to approve the budget transfer for funds in the amount of \$5,000 to proceed with replacement of the HVAC Unit for the Police Department. **VOTE.**

RECOMMENDATION: Staff recommends approval of the budget transfer of funds.

FISCAL ANALYSIS: Funds will be transferred from the General Fund Contingency Account (101-9500-619.8999) of the Police Department's Facilities Division (101-6115-700.7430) in the amount of \$5,000.

REVIEWED BY:

Management Services Director _____ Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____