

**TOWN OF PRESCOTT VALLEY  
REQUEST FOR COUNCIL ACTION  
Date: November 4, 2010**

**SUBJECT:** Transfer of budgeted funds from Operating to Capital for proper coding of related expenses

**SUBMITTING DEPARTMENT:** Police Department

**PREPARED BY:** Candace Manibusan, Administrative Supervisor, for Chief Jim Maxson

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

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**ATTACHMENTS:** 1) Budget Transfer

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**SUMMARY:** On September 23, council approved the budgeted purchase of vehicles and emergency equipment for the Police Department. This purchase included the expenditure of funds for emergency lighting packages in the amount of \$17,000 from the Patrol- Operating Budget Minor Equipment line item. In order to properly code the expense and capitalize the lighting packages with the respective vehicles, funds are required to be transferred to the Patrol Capital Vehicle line item.

In an effort to remain consistent and compliant with the manner in which expenses are tracked and identified, we are requesting a transfer of funds from the Police Department's Patrol Operating budget to the Patrol Capital budget in the amount of \$17,000.

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**OPTIONS ANALYSIS:** Council may either approve the transfer of funds from the Police Department's Patrol Operating budget to Patrol Capital budget **OR** deny the transfer.

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**ACTION OPTION:** Motion to authorize the Mayor (or, in his absence, the Vice Mayor) to approve the transfer of funds in the amount of \$17,000 from the Police Department's Patrol Operating budget to Patrol Capital budget for the purchase of vehicle emergency lighting equipment. **VOTE.**

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**RECOMMENDATION:** Staff recommends approval of the budget transfer to remain compliant with Town standards for the coding of expenses.

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**FISCAL ANALYSIS:** There is no increased fiscal impact to the Town. Funds were approved in the Police Department's Operating budget for FY2010/11.

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**REVIEWED BY:**

Management Services Director \_\_\_\_\_ Town Clerk \_\_\_\_\_

Town Attorney \_\_\_\_\_

Town Manager \_\_\_\_\_

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**COUNCIL ACTION:**

Approved    Denied    Tabled/Deferred    Assigned to \_\_\_\_\_