Staff Report

File #: 23-133
Version: 1

Date: 5/8/2023
Item #: 3.2 a.

TO: Mayor and City Council

THROUGH: Keith Stahley, City Manager

FROM: Josh Eggleston, Chief Financial Officer

SUBJECT:

Transfer of appropriations within the City's Fiscal Year 2023 Budget for the replacement of the Salem Public Library Main entry doors.

Ward(s): All Wards
Councilor(s): All Councilors
Neighborhood(s): All Neighborhoods
Result Area(s): Good Governance; Safe, Reliable and Efficient Infrastructure; Welcoming and Livable Community.

SUMMARY:

During the seismic renovation of the Salem Public Library, the entrance doors were replaced with a swing-out door style system rather than the original slide door system. Since the replacement, there have been numerous operational and mechanical failures with the new doors and system. Although these doors are covered under warranty, due to the swing-out style of door, there will continue to be operational and mechanical failures due to frequency of use and design. A transfer from Facilities personnel savings to the construction fund will allow for replacement of a doors with a more operationally advantageous system.

ISSUE:

Shall City Council adopt Resolution No. 2023-14 authorizing a transfer of appropriations within the City's Fiscal Year 2023 budget for the replacement of the Salem Public Library Main entry doors?

RECOMMENDATION:

Adopt Resolution No. 2023-14 authorizing a transfer of appropriations within the City's Fiscal Year 2023 budget for the replacement of the Salem Public Library Main entry doors.

FACTS AND FINDINGS:

Fund 101, General Fund, GS Facilities
FROM: GS Facilities, Salaries & Wages, 101-22510000-51010, $70,000
TO: GS Facilities, Transfers, 101-22510000-62110, $70,000

Fund 255, Capital Improvements, Facilities Projects
ADD: Facilities Projects, Interfund Transfers, 255-60902000-39105, $70,000
ADD: Facilities Projects, Construction Contracts, 255-60902000-52620, $70,000

The Facilities Division of the Enterprise Services Department has personnel savings due to filling several vacant positions at different classifications that cost less than budgeted. In order to access these savings to be used for a capital project in the current fiscal year, a budget transfer is necessary.

BACKGROUND:

Oregon budget law allows the City Council to approve transfers of appropriations within the limits established by the adopted budget to address unforeseen changes that were not known at the time of budget development.

Kelli Blechschmidt
Management Analyst I

Attachments:
1. Resolution No. 2023-14