

Memorandum

City of Lawrence

Finance Department

TO: Lawrence City Commission
 FROM: Jeremy Willmoth, Finance Director
 CC: Craig Owens, City Manager
 DATE: August 4, 2020
 RE: Transfers in the FY21 Budget

The transfers included in the City Manager’s Recommended FY21 budget are substantially larger than in previous years. This is being driven by one of the key changes found in the FY21 budget—moving all purchases for the Capital Improvement Plan (CIP) to the Capital Projects Fund (Fund 400) and moving all purchases for the Vehicle & Equipment Replacement Plan (VERP) to the Equipment Replacement Fund (Fund 205).

Below outlines a summary of all transfers that are included in the FY21 budget with an explanation of the purpose of those transfers.

Transfers to the General Fund (Fund 001)

Transfer From	Amount	Reason
Guest Tax Fund	\$167,000	Park Employee Support
Water & Wastewater Fund	\$2,837,000	Payment-in-lieu-of-taxes (PILOT)
Solid Waste Fund	\$964,000	Payment-in-lieu-of-taxes (PILOT)
Storm Water Fund	\$431,000	Payment-in-lieu-of-taxes (PILOT)
Capital Improvement Reserve Fund	\$7,185,000	Support for Road Maintenance
Special Alcohol	\$970,000	Support for Social Services
Special Recreation	\$1,050,000	Support for Recreational Activities
Special Gasoline Tax	\$3,914,000	Support for Road Maintenance
Total	\$17,518,000	

Transfers from the General Fund (Fund 001)

Transfer To	Amount	Reason
Airport Fund	\$252,000	Airport Operations Support
Equipment Reserve Fund	\$1,896,000	VERP Support
Bond & Interest Fund	\$398,000	Savings from the “Green Bonded” projects used to pay for the debt
Housing Trust Fund	\$350,000	Support for Housing Initiatives
Total	\$2,896,000	

Transfers to the Airport Fund (Fund 201)

Transfer From	Amount	Reason
General Fund	\$252,000	Airport Operations Support

Total	\$252,000	
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Transfers from the Airport Fund (Fund 201)

Transfer To	Amount	Reason
Capital Improvement Reserve Fund	\$285,000	CIP Support
Total	\$285,000	

Transfers from the Capital Improvement Reserve Fund (Fund 202)

Transfer To	Amount	Reason
General Fund	\$7,185,000	Maintenance Plan Support
Equipment Reserve Fund	\$2,400,000	VERP Support
Capital Projects Fund	\$2,750,000	CIP Support
Total	\$12,335,000	

Transfers to the Equipment Reserve Fund (Fund 205)

Transfer From	Amount	Reason
General Fund	\$1,896,000	VERP Support
Transit Fund	\$2,238,000	VERP Support
Water & Wastewater Fund	\$401,000	VERP Support
Solid Waste Fund	\$2,028,000	VERP Support
Storm Water Fund	\$260,000	VERP Support
Capital Improvement Reserve Fund	\$2,400,000	VERP Support
Administrative Services Fund	\$890,000	VERP Support P
Total	\$10,113,000	

Transfers from the Guest Tax Fund (Fund 206)

Transfer To	Amount	Reason
General Fund	\$167,000	Park Employee Support
Bond and Interest Fund	\$210,000	Paying for a portion of Rock Chalk Park, and improvements to the Carnegie Building
Total	\$377,000	

Transfers from the Public Transportation Sales Tax Fund (Fund 210)

Transfer To	Amount	Reason
Equipment Reserve Fund	\$2,238,000	VERP Support
Capital Projects Fund	\$3,500,000	CIP Support
Total	\$5,738,000	

Transfers from the Special Alcohol Fund (Fund 213)

Transfer To	Amount	Reason
General Fund	\$970,000	Support for Social Services
Total	\$970,000	

Transfers from the Special Gasoline Tax Fund (Fund 214)

Transfer To	Amount	Reason
General Fund	\$3,914,000	Support for Road Maintenance
Total	\$3,914,000	

Transfers from the Special Recreation Fund (Fund 216)

Transfer To	Amount	Reason
General Fund	\$1,050,000	Support for Recreation Activities
Total	\$1,050,000	

Transfers to the Bond & Interest Fund (Fund 301)

Transfer From	Amount	Reason
General Fund	\$398,000	Green Bonds
Guest Tax Fund	\$210,000	Rock Chalk Park/Carnegie
Public Parking Fund	\$200,000	Future Parking Debt
Storm Water Fund	\$261,000	Future Stormwater Debt
Total	\$1,069,000	

Transfers to the Capital Improvement Projects Fund (Fund 400)

Transfer From	Amount	Reason
Transportation Sales Tax Fund	\$3,500,000	CIP Support
Airport Fund	\$285,000	CIP Support
Water & Wastewater Fund	\$110,000	CIP Support
Solid Waste Fund	\$4,610,000	CIP Support
Stormwater Fund	\$2,510,000	CIP Support
Capital Sales Tax Fund	\$2,750,000	CIP Support
Total	\$13,765,000	

Transfer to the Water & Wastewater Fund (Fund 501)

Transfer From	Amount	Reason
Solid Waste Fund	\$325,000	Shared Staff Support
Storm Water Fund	\$24,000	Shared Staff Support
Total	\$349,000	

Transfers from the Water & Wastewater Fund (Fund 501)

Transfer To	Amount	Reason
General Fund	\$2,837,000	Payment-in-lieu-of-taxes (PILOT)
Equipment Reserve Fund	\$401,000	VERP Support
Capital Projects Fund	\$110,000	CIP Support
Non-Bonded Construction Fund	\$3,021,000	CIP Support
Total	\$6,369,000	

Transfers from the Solid Waste Fund (Fund 502)

Transfer To	Amount	Reason
General Fund	\$964,000	Payment-in-lieu-of-taxes (PILOT)

Equipment Reserve Fund	\$2,028,000	VERP Support
Capital Projects Fund	\$4,610,000	CIP Support
Water & Wastewater Fund	\$325,000	Shared Staff Support
Total	\$7,927,000	

Transfer from the Parking Fund (Fund 503)

Transfer To	Amount	Reason
Bond & Interest Fund	\$200,000	Future Parking Debt
Total	\$200,000	

Transfers from the Stormwater Fund (Fund 505)

Transfer To	Amount	Reason
General Fund	\$431,000	Payment-in-lieu-of-taxes (PILOT)
Equipment Reserve Fund	\$260,000	VERP Support
Bond & Interest Fund	\$261,000	Bond Payments
Capital Projects Fund	\$2,510,000	CIP Support
Water & Wastewater Fund	\$24,000	Shared Staff Support
Total	\$3,486,000	

Transfer from Administrative Services Fund (Fund 523)

Transfer To	Amount	Reason
Equipment Reserve Fund	\$890,000	VERP Support
Total	\$890,000	

Transfer to Utilities Non-Bonded Construction Fund (Fund 552)

Transfer From	Amount	Reason
Water & Wastewater Fund	\$3,021,000	CIP Support
Total	\$3,021,000	

Transfer to Housing Trust Fund (Fund 607)

Transfer From	Amount	Reason
General Fund	\$350,000	Support for Housing Initiatives
Total	\$350,000	

This is a complete list of all transfers included in the FY21 budget with a brief explanation regarding the purpose of the transfer. This is intended to help provide supplemental information in preparation of the public hearing.