



# City of Harrisonburg, Virginia

## Department of Finance

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TO: Kurt Hodgen, City Manager  
FROM: Larry Propst, Director of Finance  
DATE: May 6, 2016  
RE: Reallocation of Funds – Public Transportation Department

**Summary:** Reallocate funds from the Public Transportation Fund to the Central Garage Fund.

**Background:** This reallocation will transfer \$40,000 in budgeted funds from the Public Transportation Fund to the Central Garage Fund.

**Key Issues:** During the development of the fiscal year 2016 budget, the city's Department of Public Transportation implemented an internal cost allocation plan for its administrative or indirect costs as required by the Federal Transit Administration. The actual costs ended up being higher than the budgeted percentages used for the Central Garage Fund.

**Environmental Impact:** None

**Fiscal Impact:** None

**Prior Actions:** None

**Alternatives:** None

**Community Engagement:** None

**Recommendation:** Staff recommends approval of the reallocation of funds.

**Attachments:** Budget Reallocation

**Review:**

*The initiating Department Director will place in Legistar, in sequence of transmittal, the names of each department that must initial their review in order for this item to be placed on the City Council agenda. The completion of review only addresses the readiness of the issue for Council consideration. This does not address the recommendation for approval or denial of the issue.*

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