



**CITY OF WAUKESHA**

**Administration**

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<b>Committee:</b> Finance Committee	<b>Date:</b> 11/28/2017
<b>Common Council Item Number:</b> ID # 17-1611	<b>Date:</b> 12/5/2017
<b>Submitted By:</b> John Klima	<b>City Administrator Approval:</b> Kevin Lahner, City Administrator <b>KL</b>
<b>Finance Department Review:</b> Rich Abbott, Finance Director <b>RA</b>	<b>City Attorney's Office Review:</b> Brian Running, City Attorney <b>BR</b>
<b>Subject:</b> Review and act on a request to transfer \$24,000 from the Library operating fund to the capital project for Library stair replacement.	

**Details:**  
At their October 12, 2017 meeting, the Waukesha Public Library Board of Trustees approved transferring money from the Library operating budget to the Capital Project account. This money will be used to remove existing nonfunctional stairs and damaged flat work and replace with new concrete stair and foundation with guard and hand railings. The money comes from unused salary due to the vacancy of the Executive Director.

**Financial Remarks:**  
Transferring \$24,000 to the Capital Project account (5124.49210) from the general fund (5110.89240). This transfer was in lieu of an additional 2018 capital fund request.

**Executive Recommendation:**  
Recommend the transfer of funds to complete stair renovation.

