

Technical Adjustments to the 2015-16 Approved Budget

Summary

Below are Technical Adjustments. Technical Adjustments are changes to the Approved Budget that come from staff in that these changes would have been included in the Proposed Budget if they had been known at the time it was published. Each item below has a brief description and then details the change to the Schedule of Appropriations. Please note that each adjustment is presented with its impact, they are not cumulative.

#1: Central Services Fund – Information Technology

A request for additional appropriation in the amount of \$28,180 is needed to pay a vendor to provide maintenance and support for the city’s networked printers. This is an annual expense that has been in the IT budget for the prior two years and was omitted erroneously. This action will increase Policy and Administration program expenditures by \$28,180 with an equal decrease in Reserve for Future Expenditures.

Central Services Fund

Program	Approved	Recommended Change	Adopted
Policy & Admin.	\$7,562,957	\$28,180	\$7,591,137
Comm. Develop.	0	0	0
Comm. Services	0	0	0
Public Works	0	0	0
Debt Service	0	0	0
Loan to CCDA	0	0	0
Transfers	0	0	0
Capital Improvements	0	0	0
Contingency	150,000	0	150,000
Total Fund	\$7,712,957	\$28,180	\$7,741,137

#2: Central Services Fund – Human Resources/Risk Management

The FY 2016 Approved Budget includes funding for a Risk/Benefits Manager position as a 1.0 full-time equivalent (FTE). This position is split between Risk Management at .70 FTE and .30 FTE in Human Resources. This action will authorize the increased FTE without any impact to fund balance.

#3: General Fund – Community Development

The FY 2016 Approved Budget includes funding for a 1.0 full-time equivalent (FTE) as a requirement of the Safe Routes to School grant. The budget for the program was approved by Budget Committee. This action will authorize the increased FTE without any impact to fund balance.

#4: Capital Improvement Program – Public Works Yard Building Relocation

A request for additional appropriation totaling \$50,000 is required to build a fabrication shop with restrooms at the Ash Avenue and Burnham Street which will replace the old building that will be removed. As a result, Reserves for Future Expenditures in Sanitary Sewer, Stormwater, Water, and General Fund will decrease by \$12,500 in each fund to offset increases in transfers. The capital program expenditures in General Capital Facilities will increase by \$50,000 offset by the increase in transfer revenues from the other four funds.

Sanitary Sewer Fund

<u>Program</u>	<u>Approved</u>	<u>Recommended Change</u>	<u>Adopted</u>
Policy & Admin.	\$0	\$0	\$0
Comm. Develop.	0	0	0
Comm. Services	0	0	0
Public Works	1,960,087	0	1,960,087
Debt Service	0	0	0
Loan to CCDA	0	0	0
Transfers	64,434	12,500	76,934
Capital Improvements	984,693	0	984,693
Contingency	400,000	0	387,500
Total Fund	\$3,409,214	\$12,500	\$3,421,714

Stormwater Fund

<u>Program</u>	<u>Approved</u>	<u>Recommended Change</u>	<u>Adopted</u>
Policy & Admin.	\$0	\$0	\$0
Comm. Develop.	0	0	0
Comm. Services	0	0	0
Public Works	1,738,126	0	1,738,126
Debt Service	0	0	0
Loan to CCDA	0	0	0
Transfers	420,856	12,500	433,356
Capital Improvements	1,265,096	0	1,265,096
Contingency	200,000	0	187,500
Total Fund	\$3,624,078	\$12,500	\$3,636,578

Water Fund

<u>Program</u>	<u>Approved</u>	<u>Recommended Change</u>	<u>Adopted</u>
Policy & Admin.	\$0	\$0	\$0
Comm. Develop.	0	0	0
Comm. Services	0	0	0
Public Works	8,682,558	0	8,682,558
Debt Service	0	0	0
Loan to CCDA	0	0	0
Transfers	24,869,726	12,500	24,882,226
Capital Improvements	0	0	0
Contingency	500,000	0	487,500
Total Fund	\$34,052,284	\$12,500	\$34,064,784

General Fund

<u>Program</u>	<u>Approved</u>	<u>Recommended Change</u>	<u>Adopted</u>
Policy & Admin.	\$899,502	\$0	\$899,502
Comm. Develop.	4,037,179	0	4,037,179
Comm. Services	22,231,014	0	22,231,014
Public Works	4,118,322	0	4,118,322
Debt Service	0	0	0
Loan to CCDA	0	0	0
Transfers	3,422,436	12,500	3,434,936
Capital Improvements	0	0	0
Contingency	1,120,000	0	1,107,500
Total Fund	\$35,828,453	\$12,500	\$35,840,953

Facilities Capital Projects Fund

<u>Program</u>	<u>Approved</u>	<u>Recommended Change</u>	<u>Adopted</u>
Policy & Admin.	\$0	\$0	\$0
Comm. Develop.	0	0	0
Comm. Services	0	0	0
Public Works	0	0	0
Debt Service	0	0	0
Loan to CCDA	0	0	0
Transfers	29,325	0	29,325
Capital Improvements	1,106,100	50,000	1,156,100
Contingency	50,000	0	50,500
Total Fund	\$1,185,425	\$50,000	\$1,235,425