

Mayor and Council Communication

DATE: 10/11/22

M&C FILE NUMBER: M&C 22-0805

LOG NAME: 03FY2022 YEAR-END ADJUSTMENT

SUBJECT

(ALL) Authorize Reallocating Resources and All Associated Transfers, Adopt Appropriation Ordinance, and Amend the Fiscal Year 2022 Adopted Budget in the Total Amount of \$2,020,000.00

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt the attached appropriation ordinance reallocating appropriations (a) in the Non-Departmental Department of the General Fund by decreasing appropriations in the Salary and Benefit category in the amount of \$520,000.00 and increasing appropriations in the Park and Recreation Department of the General Fund by the same amount and (b) in the Fire Department of the General Fund by decreasing appropriations in the Salary and Benefits category in the amount of \$1,500,000.00 and increasing appropriations in the General Operating and Maintenance category; and
2. Amend the Fiscal Year 2022 Adopted Budget.

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to take actions to facilitate year-end adjustments and to comply with City Charter. Those actions can generally be described as adjusting funding among General Fund departments.

The City's annual operating budget is formally enacted into law by City Council action adopting an appropriation ordinance (Ordinance No. 25073-09-2021, see attached, hereinafter the "Ordinance") that establishes spending limits for each department's and fund's operation. In the past, staff have made year-end adjustments via M&C to address items that have arisen during the fiscal year.

General Fund

The Non-Departmental budget in the General Fund includes allocations based on the anticipated need for separation leave costs for General Fund employees, contractual costs, election costs and tuition reimbursement costs for Fiscal Year (FY) 2022. These allocations are available to be distributed to individual departments as they have specific expenses in these areas.

The first section of Recommendation 1 requests the transfer of \$520,000.00 from Non-Departmental to the Park and Recreation Department. The Park and Recreation Department absorbed costs associated with separation leave, utilities and rising fuel costs. Due to increases in contractual obligations for mowing, the department will be over budget by the end of the FY2022 fiscal year.

The second section of Recommendation 1 requests the transfer of \$1,500,000.00 within the Fire Department budget. An M&C is required when funds are reallocated amongst budget categories. The Fire Department received \$16,276,000.00 through the approval of M&C 22-0600 for anticipated overtime, salaries and benefits expenses. During fiscal month 12, additional costs for vehicle maintenance and repairs were identified and the department anticipates using part of the funding previously received to cover these costs.

The action in this M&C will amend the Fiscal Year 2022 Adopted Budget as approved in connection with Ordinance 25073-09-2021, Section 1. General Fund, as listed on page 3.

Fund / Department Budget Category	FY2022 Adopted Budget	Authority	Budget Adjustment	Revised FY2022 Budget
General Fund				
Expenditures				
City Manager's Office	\$ 9,942,348.00	M&C 21-0964 M&C 22-0088	\$ 167,000.00 \$ 391,000.00	\$ 10,500,348.00
City Auditor's Office	\$ 2,131,447.00	M&C 22-0194	\$ 40,000.00	\$ 2,171,447.00
City Attorney's Office	\$ 7,452,544.00	M&C 22-0600	\$ 106,000.00	\$ 7,558,544.00
City Secretary's Office	\$ 1,926,202.00	M&C 22-0364 M&C 22-0600	\$ 250,000.00 \$ 150,000.00	\$ 2,326,202.00
Economic Development	\$ 35,759,114.00			\$ 35,759,114.00
Subsidy Culture & tourism (380 Agreement)	\$ 3,691,893.00	M&C 22-0566	\$ 90,000.00	\$ 3,781,893.00
Transfer to Economic incentive fund	\$ 2,000,000.00			\$ 2,000,000.00
Transfer to Public Improvement District 1 fund		M&C 22-0364	\$ 89,131.00	\$ 89,131.00

Financial Management Services	\$ 12,722,748.00	M&C 22-0600	\$ 119,000.00	\$ 12,861,748.00
		M&C 22-0088	\$ 20,000.00	
Fire	\$ 174,051,060.00	M&C 22-0600	\$3,026,000.00	\$ 191,827,060.00
		M&C 22-0600	\$ 13,250,000.00	
		This M&C Rec 1B	\$ 1,500,000.00	
Transfer for Grant Match	\$ 834,215.00			\$ 834,215.00
Transfer for Municipal Airport Fund (Fire Lease)	\$ 59,501.00			\$ 59,501.00
Diversity & Inclusion	\$ 2,089,083.00	M&C 22-0364	\$ 300,000.00	\$ 2,389,083.00
Park and Recreation	\$ 50,229,971.00	M&C 22-0088	\$ 54,400.00	\$ 55,804,371.00
		M&C 22-0187	\$ 5,000,000.00	
		This M&C Rec 1A	\$ 520,000.00	
Transfer to the General Capital Fund (Paygo)	\$ 4,695,125.00			\$ 4,695,125.00
Transfer to the PIDs and TRIZ	\$ 783,418.00			\$ 783,418.00
Transfer for YMCA Contract	\$ 14,431.00			\$ 14,431.00
Planning and Data Analytics	\$ 6,949,209.00	M&C 21-0936	\$ 1,346,189.00	\$ 8,659,898.00
		M&C 22-0600	364,500.00	
Public Art	\$ 1,786,370.00			\$ 1,786,370.00
Police	\$ 282,524,533.00	M&C 22-0600	\$ 943,000.00	\$ 284,485,532.00
		M&C 22-0077	\$ 220,452.00	
		M&C 22-0088	\$ 797,547.00	
Transporation and Public Works	\$ 34,791,945.00	M&C 22-0600	\$ 298,000.00	\$ 46,089,945.00
		M&C 22-0187	\$ 11,000,000.00	
Transfer to the General Capital Fund (Paygo)	\$ 35,908,455.00			\$ 35,908,455.00
Non-Departmental	\$ 2,932,200.00	M&C 22-0364	\$ (250,000.00)	\$ 2,007,700.00
		M&C 22-0600	\$ (674,500.00)	
Separation Pay	\$ 8,285,537.00	M&C 22-0600	\$ (4,217,784.00)	\$ 2,047,753.00
		This M&C Rec 1A	\$ (520,000.00)	
		This M&C Rec 1B	\$ (1,500,000.00)	
Contractual Services	\$ 724,500.00	M&C 21-0964	\$ (167,000.00)	\$ 4,646.00
		M&C 22-0194	\$ (40,000.00)	
		M&C 22-0364	\$ (389,131.00)	
		M&C 22-0566	\$ (90,000.00)	
		M&C 22-0600	\$ (33,723.00)	
Tuition Reimbursement	\$ 172,478.00	M&C 22-0600	\$ (80,493.00)	\$ 91,985.00
Training Initiative	\$ 250,000.00			\$ 250,000.00
Transfer to the General Capital Fund (Paygo)	\$ 750,000.00			\$ 750,000.00
Transfer to Municipal Golf (Operating Subsidy)	\$ 395,000.00			\$ 395,000.00
Total Expenditures	\$ 683,853,327.00		\$ 32,079,588.00	\$ 715,932,915.00

This project is located in ALL COUNCIL DISTRICTS.

A Form 1295 is not required because: This M&C does not request approval of a contract with a business entity.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are currently available in the Non-Departmental and Fire Departments within the General Fund and upon approval of the above recommendations and adoption of the attached appropriation ordinance, funds will be available in the Fire Department and the Park and Recreation Department General Operating and Maintenance category. Prior to an expenditure being incurred, the Fire and Park and Recreation Departments have the responsibility of verifying the availability of funds.

Submitted for City Manager's Office by: Reginald Zeno 8517

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Expedited

