

**CITY OF PEORIA, ARIZONA
COUNCIL COMMUNICATIONS**

CC: 18C
Amend No. _____

Date prepared: August 5, 2008

Council Meeting Date: August 26, 2008

TO: Carl Swenson, City Manager
FROM: Jeff Tyne, Budget Director *JT*
PREPARED BY: Mindy Russell, Management Assistant
SUBJECT: Budget Amendments

RECOMMENDATION:

The Mayor and Council approve the FY 2008 year-end budget amendments.

SUMMARY:

The attached schedules list the year-end budget amendments for FY 2008 that, under current Council and/or Administrative policy, require Council approval. These amendments have been reviewed by the Budget Department and the Chief Financial Officer and are submitted for Council approval. The following listing describes the budget amendments by category.

FY 2008 Amendments Summary:

Personnel Services – The amendments in this category include an adjustment to transfer funding from contract labor to part-time salaries in the Engineering Department. The Personnel Services adjustments total \$170,000.

Operating – The Operating category includes several transfers to move unused appropriation back to the Contingency fund, adjustments to line items to reallocate funding where expenditures are posted, several transfers to set up appropriation for grant funds, and a transfer to adjust for team payouts for Spring Training . The Operating adjustments total \$1,539,237.

CITY CLERK USE ONLY:

- Consent Agenda
- Carry Over to Date: _____
- Approved
- Unfinished Business (Date heard previous: _____)
- New Business
- Public Hearing: No Action Taken

ORD. # _____ RES. # _____
LCON# _____ LIC. # _____
Action Date: _____

Capital Items – This category mainly represents the movement of existing appropriation or closeout of existing projects. The capital items amendments include a transfer within the Rio Vista Park project to allow for final closeout of the project. The Capital Items adjustments total \$197,630.

Carryover – Capital - The Capital Carryover adjustments reflect funds which were budgeted in FY 07 for Engineering and Community Services Capital Improvement projects, but were not expended. The Capital Carryover adjustments total \$5,443,464.

Clean-up – This category includes adjustments to reverse duplicate budget amendments, correction of the coding on two amendments, and a transfer to reflect a correct account number . The Clean-up adjustments total \$2,034,651.

ATTACHMENTS: 1. Budget Amendment Schedule FY 2008

Budget Amendment Schedule

Fiscal Year 2008 Amendments

Transfer #	Department Name - Division Name	Fund	Division	Prgr	Proj/Grant	Account	Debit	Credit
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Personnel

#2953 - Engineering - Eng Inspection Svc

	1000	0820				510100	\$136,000	
	1000	0820				520012		\$136,000

Comment: Move contract labor budget \$136k to part-time salaries as the inspector with benefits is being charged to part-time.

#3008 - Public Works - Public Works Admin

	1000	0900				510100	\$20,000	
	1000	0900				530016		\$500
	7000	7000				520510		\$500
	7000	7000				520511		\$500
	7000	7000				530021		\$500
	7000	7010				520025		\$500
	7000	7010				520510		\$500
	7000	7010				520511		\$500
	7000	7010				524007		\$500
	7000	7010				530012		\$500
	7000	7020				520510		\$500
	7000	7020				524007		\$500
	2600	2750				520511		\$1,000
	3000	3420				520511		\$1,000
	3250	3650				520510		\$1,000
	7000	7030				520510		\$1,000
	7000	7030				520511		\$1,000
	3000	3420				520510		\$1,500
	1000	0900				530001		\$2,000
	2600	2750				520510		\$2,000
	7000	7000				530003		\$2,000
	7000	7020				520051		\$2,000

Comment: Provide funding for temporary employment contract for Larry Fudurich to support Public Works accreditation.

#3027 - Utilities - Ww Industrial Users

	2400	2490				520012	\$14,000	
	2400	2490				510000		\$14,000

Comment: Provide contract labor funding for staff deployed to military service.

Subtotal for Personnel Amendments: \$170,000 \$170,000

Budget Amendment Schedule

Fiscal Year 2008 Amendments

Transfer #	Department Name	Division Name	Fund	Division	Prgm	Proj/Grant	Account	Debit	Credit
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Operating

#2925 - Utilities - Utilities Engineering

	3300	3751		525008				\$2,200	
	2050	2130		530021				\$2,200	

Comment: Ongoing software maintenance for the SewerGEMS product.

#2928 - Finance - Proposed Grants

	7450	7700		530006				\$1,200	
	7450	7700		520036					
	7450	7700		530001					
	7990	7990		570000				\$1,200	

Comment: Set up appropriation for FY2008 Victims' Rights Program per Award.

#2929 - Finance - Proposed Grants

	7545	7795		530009				\$1,250	
	7990	7990		570000				\$1,250	

Comment: Addition of appropriation in Homeland Security Grant program (CERT) updated to include appropriation for ponchos.

#2943 - Public Works - Technical Operations

	3400	3820		530003				\$5,621	
	3250	3680		523504				\$5,621	

Comment: Upgrade replacment computers to Toughbooks.

#2944 - Information Technology - IT Development Services

	3300	3751		525008				\$3,930	
	2050	2120		530021				\$200	
	3500	3850		530021				\$1,530	
	2050	2130		530021				\$2,200	

Comment: Transfer ongoing software maintenance for various projects to IT account.

#2946 - Non-Departmental - Non-Departmental

	3400	3820		524008				\$18,809	
	3000	3420		530503				\$6,640	
	3400	3820		530003				\$11,380	
	1000	0300		570000				\$14,069	

Comment: Upgrade replacment computers to Toughbooks.

#2956 - Finance - Financial Services

	1000	0410		510100				\$50,000	
	1000	0410		520099				\$19,000	
	1000	0410		510000				\$19,000	
	1000	0410		520099				\$50,000	

Comment: Move Financial Svc. Contract- Other Prof. Svcs. To appropriate accounting lines. No net change to budget.

Budget Amendment Schedule

Fiscal Year 2008 Amendments

Transfer #	Department Name	Division Name	Fund	Division	Prgm	Proj/Grant	Account	Debit	Credit
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Operating

#2959 - Information Technology - IT Projects

	3500	3850					543007	\$17,437	
	3300	3751					525008		\$5,750
	3500	3850					520099		\$11,687

Comment: Additional funding necessary to cover cost of BenAdmin & EBenefits license and ongoing maintenance due to increase in employee count. Still within overall project budget.

#2962 - Fire - Fd Community Services

	1000	1210					510100	\$22,000	
	1000	1210					520012		\$22,000

Comment: Transfer to move Fire CS contract labor budget to PT salaries to reallocate appropriation where expenses are posted. No net change to budget.

#2963 - Fire - Fire Operations

	1000	1260					510206	\$69,830	
	1000	0300					570000		\$69,830

Comment: Transfer to increase appropriation for Fire Ops Reimbursable Overtime to more accurately reflect estimated expenses.

#2970 - Police - Police Admin

	1000	1040					520099	\$30,897	
	1000	1030					520012	\$30,000	
	1000	1000					520012	\$21,112	
	1000	1000					510100	\$13,000	
	1000	1040					520099	\$12,377	
	1000	1020					510100	\$5,000	
	1000	1025					530050	\$1,200	
	1000	1020					530050	\$1,000	
	1000	1020					513500		\$1,000
	1000	1025					513500		\$1,200
	1000	1040					520511		\$12,377
	1000	1000					510000		\$13,000
	1000	1040					520021		\$30,897
	1000	1030					510100		\$56,112

Comment: Transfer to reallocate budgets between line items in Police Department where expenses are being posted. No net change to budgets.

#2971 - - -

	6140	6140					561000	\$1,000	
	6090	6090					570000		\$1,000

Comment: Bank paying agent fees weren't budgeted for ID 0601 - causing an appropriation budget check error on debt service payment JE.

Budget Amendment Schedule

Fiscal Year 2008 Amendments

Transfer #	Department Name	Division Name	Fund	Division	Prgm	Proj/Grant	Account	Debit	Credit
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Operating

#2972 - Information Technology - IT Projects

	3500	3850					542007	\$37,000	
	1000	0041					520510		\$7,000
	1000	0041					542001		\$30,000

Comment: Clerk's Digital Recording Software included in the Webstreaming and Video-on-Demand application.

#2979 - Finance - Financial Services

	1000	0410					520002	\$2,780	
	1000	0300					570000		\$2,780

Comment: Transfer to cover expenditure for Audit Services.

#2990 - Community Development - Building Safety

	1000	0300					570000	\$60,086	
	1000	0650					510000		\$60,086

Comment: Transfer from Building Safety to contingency funds not needed for contract inspections due to slowdown in development.

#2997 - Non-Departmental - Non-Departmental

	1000	1000					510206	\$3,669	
	1000	0300					570000		\$3,669

Comment: Budget appropriation of grant funds deposited from AZ Auto Theft Authority Public Awareness 2007/2008 Emergency Grant to cover Officer OT for public awareness events.

#3000 - City Attorney - Insurance Prem/Deduct

	3200	3600					523012	\$147,000	
	3200	3600					523013	\$20,000	
	3200	3600					523011		\$20,000
	3200	3600					523011		\$147,000

Comment: Transfer between accounts in Insurance Prem/Deduct division to reflect in appropriate account where expenses are posted. No net change to budget.

#3001 - Public Works - Residential Collection

	2600	2760					560620	\$29,242	
	1000	0300					570000		\$29,242

Comment: Debt service for Recycling program containers.

#3011 - Community Services - Adult Day Prg Grant

	7180	7250					542502	\$427	
	7180	7250					533001		\$427

Comment: Additional funding to add power windows and door locks inadvertently omitted from quote for Adult Day Program Van.

Budget Amendment Schedule

Fiscal Year 2008 Amendments

Transfer #	Department Name	Division Name	Fund	Division	Prgr	Proj/Grant	Account	Debit	Credit
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Operating

#3012 - Public Works - Street Maintenance

	3400	3820					542008	\$8,483	
	3400	3820					530003		\$2,700
	7000	7030					520510		\$5,783

Comment: Upgrade laptop replacment to Toughbook.

#3022 - City Attorney - Civil Division

	1000	0200					520012	\$40,000	
	1000	0200					510000		\$40,000

Comment: Transfer budget in City Attorney's Civil Division between accounts from Salary savings - due to vacancies - to Contract Labor Account. No net change to budget.

#3039 - Utilities - Ww Collection/Prevention

	1000	0300					570000	\$73,465	
	2400	2480					542001		\$73,465

Comment: Return appropriation for unused supplement.

#3042 - Information Technology - Information Technology

	3300	3750					530021	\$4,000	
	1000	1020					530019		\$2,000
	1000	1200					520510		\$2,000

Comment: Transfer from Police and Fire account balances to IT fund, Computer Software account for share of implementing Reverse 911 notification system.

#3047 - Police - Operations Support

	1000	1025					532511	\$9,510	
	1000	0300					570000		\$9,510

Comment: Appropriation to purchase replacement weapons for Police Department. Previously ordered weapons were defective upon receipt. Vendor sent refund check so PD will purchase from different vendor (no use of reserves).

#3048 - Police - Opep Grant - Cfda 20.600

	7515	7765					510200	\$9,000	
	7990	7990					570000		\$9,000

Comment: Set up appropriation for Occupant Protection Enforcment Program Grant approved by Council on 5/6/08 to fund OT for enforcing occupant restraint violations.

#3054 - Police - Patrol Services

	1000	1020					530010	\$3,741	
	1000	0300					570000		\$3,741

Comment: Transfer to reappropriate funds reimbursed for bulletproof vests so Police Dept can purchase vests from different vendor.

#3056 - Fire - Vol Firefighter Pension Trust

	8000	8000					514000	\$875	
	1000	0300					570000		\$875

Comment: Add appropriation for the final payout of Firemen's Pension Fund.

Budget Amendment Schedule

Fiscal Year 2008 Amendments

Transfer #	Department Name	Division Name	Fund	Division	Prgm	Proj/Grant	Account	Debit	Credit
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Operating

#3057 - -

	7810	7877					522006	\$14,500	
	7000	7043					522006		\$14,500

Comment: Transfer budget to the Safe Routes to School grant fund from Traffic Engineering where it was originally budgeted.

#3063 - Community Services - Complex Operations/Maint

	2000	2000					522142	\$18,365	
	2000	2000					522162	\$12,969	
	2000	2000					522132	\$11,330	
	2000	2000					522163	\$9,820	
	2000	2000					522141	\$9,362	
	2000	2000					522103	\$5,871	
	2000	2000					522121	\$4,525	
	2000	2000					522122	\$4,525	
	2000	2000					522112	\$2,014	
	2000	2000					522131	\$900	
	2000	2000					522113		\$195
	2000	2000					522111		\$518
	2000	2000					522161		\$2,841
	2000	2000					522143		\$18,768
	1000	0300					570000		\$57,359

Comment: To adjust for team payouts in Sports Complex Fund.

#3068 - -

	7810	7877					522006	\$500	
	7990	7990					570000		\$500

Comment: Provide budget to the Safe Routes to School grant fund for monies received and expended. Close out FY.

#3070 - Public Works - Hb2565 Transp Grant

	7160	7210					510000	\$581,775	
	1000	0310					570000		\$581,775

Comment: Match LTAF II expenditures to FY08 revenues.

#3071 - Community Services - Complex Operations/Maint

	2000	2000					510000	\$80,000	
	1000	0300					570000		\$80,000

Comment: Increase the FY08 appropriation and org budgets by \$80,000.

Subtotal for Operating Amendments: \$1,539,237 \$1,539,237

Budget Amendment Schedule

Fiscal Year 2008 Amendments

Transfer #	Department Name	Division Name	Fund	Division	Prgm	Proj/Grant	Account	Debit	Credit
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Capital

#2938 - Non-Departmental - Fire & Emerg Svc Dev

	7935	7935	CIPPS	FD00007EQ	542006			\$255	
	7990	7990			570000				\$255

Comment: Jomax station needs an additional \$255 to cover unforeseen costs.

#2978 - Utilities - Wtr Resources Project

	2169	2229	CIPWR	UT00033	540000			\$26,010	
	2050	2050			570000				\$26,010

Comment: Gila River Indian Community (GRIC) settlement of \$855,644.44 requires additional appropriation of \$26,010.

#3014 - Utilities - Wtr Resources Project

	2169	2229	CIPWR	UT00033	540000			\$3,675	
	2169	2229			570000				\$3,675

Comment: Adjustment for payment to Gila River Indian Community to accommodate change in CPI-U.

#3023 - -

	2452	2572			561002			\$65,000	
	2452	2572	CIPWW	UT00031	543007			\$26,757	
	2452	2572	CIPWW	UT00031	543001			\$18,243	
	2452	2572	CIPWW	UT00031	540000				\$110,000

Comment: Transfer within the Butler WRF project UT00031 for purchase of Audio/Visual equipment and the service of bond counsel.

#3025 - Non-Departmental - Ctywd Park/Rec Fac Dev

	7910	7910	CIPPK	CS00021	543005			\$57,690	
	7910	7910	CIPPK	CS00021	543007				\$57,690

Comment: Transfer within the Rio Vista Park project CS00021 from technology systems to general park improvements to allow for final closeout of park project.

Subtotal for Capital Amendments: \$197,630 \$197,630

Budget Amendment Schedule

Fiscal Year 2008 Amendments

Transfer #	Department Name	Division Name	Fund	Division	Prgm	Proj/Grant	Account	Debit	Credit
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Carryover - Capital

#2924 - Non-Departmental - Non-Departmental

4220	4220	CIPDR	EN00002	543004	\$1,504,843		
4550	4550	CIPST	PW00152	543001	\$1,004,386		
4210	4210	CIPDR	EN00119	543004	\$216,000		
7000	7050	CIPST	PW00164	543001	\$181,553		
4810	4810	CIPTC	EN00170	543001	\$94,647		
7010	7075	CIPST	EN00149	543001	\$77,181		
7005	7055	CIPST	PW00164	543001	\$50,000		
4210	4210	CIPDR	EN00201	543004	\$23,765		
1000	0310	CIPST	PW00152	520099	\$17,602		
7010	7075	CIPST	EN00203	543001	\$5,000		
1000	0310	CIPST	PW00152	543001	\$1,429		
7010	7075	CIPST	EN00149	525515	\$1,301		
4210	4210	CIPDR	EN00201	525515	\$261		
4210	4210	CIPDR	PW00106	543004		\$1,150,000	
1000	0300			570000			\$2,027,968

Comment: Finalize carryovers for Engineering Projects after final FY07 accruals.

#2931 - Non-Departmental - Non-Departmental

7905	7905	CIPPK	CS00055	543005	\$1,591,100		
7240	7310	CIPRT	CS00063	543005	\$574,414		
7904	7904	CIPPK	CS00057	543005	\$50,000		
4210	4210	CIPPK	CS00090	543005	\$16,519		
4210	4210	CIPPK	CS00026	543005	\$11,826		
1000	0310	CIPPK	CS00026	543005	\$10,420		
4220	4220	CIPPK	CS00095	525515	\$5,346		
7904	7904	CIPPK	CS00057	525515	\$1,710		
7920	7920	CIPRT	CS00091	525515	\$1,707		
7905	7905	CIPPK	CS00055	525515	\$1,591		
7920	7920	CIPRT	CS00065	525515	\$863		
7240	7310	CIPRT	CS00091	543005		\$105	
7990	7990	CIPPK	CS00089	540000		\$1,000,000	
1000	0300			570000			\$1,265,391

Comment: Finalize carryovers for Community Services CIP Projects after final FY07 accruals.

Subtotal for Carryover - Capital Amendments: \$5,443,464 \$5,443,464

Budget Amendment Schedule

Fiscal Year 2008 Amendments

Transfer #	Department Name	Division Name	Fund	Division	Prgm	Proj/Grant	Account	Debit	Credit
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Clean-up

#2920 - Utilities - Greenway Potbl Wtr Trt Plant

	2050	2055					525006	\$45,000	
	2050	2060					525006	\$12,000	
	2400	2495					525006	\$5,500	
	2050	2061					525006	\$2,200	
	2050	2050					570000		\$14,200
	2400	2470					570000		\$50,500

Comment: New service contract for janitorial service not budgeted in original budget.

#2921 - -

	2050	2061					520099	\$50,000	
	2050	2061					543002		\$50,000

Comment: Transfer to reflect correct account from which to pay for Water Quality Study for Quintero Plant.

#2964 - Information Technology - IT Development Services

	2050	2130					530021	\$2,200	
	3300	3751					525008		\$2,200

Comment: Reverse duplicated budget adjustments #2925/2944.

#3003 - Community Services - Adult Day Prg Grant

	7180	7250					542502	\$25,000	
	3100	3500					542502		\$25,000

Comment: Correct coding error for purchase of Adult Day Program van.

#3005 - Public Works - Environmental Services

	1000	0300					570000	\$1,554,023	
	7820	7895					533503	\$261,728	
	7820	7895					522099	\$25,000	
	7820	7895					522501	\$20,000	
	7820	7895					522503	\$15,000	
	2600	2810					522099		\$58,000
	2600	2810					533503		\$1,817,751

Comment: Correct coding of Grant and Lease for Recycling Program.

#3013 - Finance - Proposed Grants

	7990	7990					570000	\$2,000	
	7545	7795					510208		\$2,000

Comment: Correction of \$2,000 reflected in Transfer #2882.

Budget Amendment Schedule

Fiscal Year 2008 Amendments

Transfer #	Department Name	Division Name	Fund	Division	Prgm	Proj/Grant	Account	Debit	Credit
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Clean-up

#3036 - Public Works - Public Works Admin

1000	0900						520012	\$15,000	
1000	0900						510100		\$15,000

Comment: Reversal of Transfer #3008.

Subtotal for Clean-up Amendments: \$2,034,651 \$2,034,651