



MEMORANDUM

To: Mayor and City Council

From: Jennifer Miller, Director of Finance

Date: February 28, 2017

Reference: Budget Amendment for Fiscal Year 2016-17

2030: Sustainable City Government

Introduction:

This budget amendment is being brought forward to reflect encumbrance carryovers from the prior fiscal year and some items that have been brought before Council during the first part of the current fiscal year.

Analysis:

General Fund

General Fund Revenues are being increased \$140,083. This is primarily from two sources: the Sale of City Property from auctions (\$57,695) and Prior Year Recoveries (\$79,900), which includes receipt of FEMA funds from the 2015 flood.

General Fund expenditures are being increased \$4,781,233. \$1,448,085 is associated with encumbrance carryovers. Encumbrance carryovers are those items that were budgeted and purchased in the previous fiscal year, but were not received by year end. The amounts are then carried forward into the next fiscal year.

In addition to the encumbrance carryover, Combined Services is being increased \$2,257,183. This is associated with a transfer from the General Fund to the CRDC Funds for the General Fund portion of the Life Safety Park project and the Library/Community Commons project. In addition to the transfer, there is funding for a Project Manager associated with the Time and Attendance project that is part of the Citywide ERP replacement project. Engineering is being increased \$100,500 for the design of bank stabilization in Grapevine Springs Park that was

approved by Council on November 8, 2016. Animal Control is being increased \$495,465 for the cost to remodel the facility which was approved by Council on January 24, 2017. The increase in Information Systems is for the Security Cameras and Video Management Software brought before Council on December 13, 2016. There is also funding for the Systems Administrator associated with the PIER project. The Recreation Center has changed the method of payment for Group Instructors. During the switch from employee to contractor, the amount budgeted has been incorrect. They are requesting an additional \$150,000 to cover the cost of these instructors.

Of the \$4,781,233 increase in expenditures, \$4,491,163 was identified in Designated Fund Balance, leaving a net increase of \$290,070 which is a result of the Project Manager for Time and Attendance (\$90,070), the System Administrator for PIER (\$50,000) and the increase in costs associated with the group instructors (\$150,000).

Water and Sewer Fund

Revenues are being amended to reflect the increase in water/sewer rates effective February 1, 2017 as adopted by Council in January 2017. The expenditures are being amended for encumbrance carryovers and increases in TRA and Dallas Water Utilities costs that were over the anticipated budget.

Police Special Revenue Fund

Revenues are being amended to reflect forfeitures and other revenues that have been received. The expenditures are being amended for encumbrance carryovers and for the new Commercial Vehicle Division, which will have an offsetting revenue.

Park Special Revenue Fund

Expenditures are being amended to reflect encumbrance carryovers and for the lightning detection system installed in Old Town.

Tree Preservation Fund

Revenues are being amended for the actual Tree Preservation funds that have been received.

Infrastructure Maintenance Fund

Expenditures are being amended for encumbrance carryovers and the change order for the “slip street” design for the Burns project.

W/S Infrastructure Maintenance Fund

Expenditures are being amended for encumbrance carryovers.

Municipal Drainage District Fund

Expenditures are being amended for encumbrance carryovers.

Donations – Special Revenue Fund

Revenues are being increased for the donation made to the Library to assist with an author speaking engagement. Expenditures are being amended for an author speaking engagement fee.

Recreational Fund

Expenditures are being amended for encumbrance carryovers.

Red Light Fund

Expenditures are being increased due to the replacement of a motorcycle that was damaged in an accident.

CRDC Special Revenue

Expenditures are being amended for encumbrance carryovers.

Municipal Court Tech Fund

Expenditures are being amended for the warrant export process related to NTECC.

Rolling Oaks Memorial Cemetery

Expenditures are being amended for encumbrance carryovers.

Crime Control

Expenditures are being amended for encumbrance carryovers, the transfer to the CRDC Funds for a portion of the Life Safety Project and for the SWAT body cameras approved by Council on December 13, 2016.

CRDC #2 - Special Revenue

Revenues are being increased for the Transfer Ins from the General Fund and the Crime Control Fund that is associated with the Life Safety Park project and the Library/Community Commons project. Expenditures are being amended for encumbrance carryovers and the architectural services contract for the Phase I design of the Coppel Arts Center.

Legal Review:

The agenda item was reviewed by legal as part of the agenda packet.

Fiscal Impact:

Recommendation:

The Finance Department recommends approval of this agenda item.