

City Council

Item # 4. A. 9.

Meeting Date: 02/25/2019

Submitted For: Matt Stillwell

Submitted By: Debbie Burnett, PS Communications/Emergency Mgmt

Information

Item

Approval of Transfer of Appropriation for Central Communications; \$25,200.

Background

The current version of the call accounting system is no longer being supported by Telemate and a version upgrade/migration is required. The system will be upgraded to Predictive UC Analytics 7.2. Staff is requesting a transfer from the Communications Maintenance/Repairs Equipment (652541 8313) account to the Communications Furniture/Office Equipment (652541 8415) account. The IT department will be taking over yearly maintenance on this system, \$7695.00, beginning in year 2. This transfer will not increase the overall Communications department budget but will simply transfer funds from one account to another.

Time Frame

Upon City Council approval.

Issue

The Central Communications department needs funds to be transferred within the current budget to allow the call accounting system to remain functional. Funds are available in the Central Communications 652541-8313 budget to be transferred to the 652541-8415 budget to cover the cost of the upgrade/migration of the call accounting system.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Posted City Council Agenda.

Fiscal Impact

Funding/Cost: \$25,200

Budgeted Item Y/N or N/A: Y

Account:

From: 652541-8313 Central Communications - Maintenance/Repair Equipment

\$25,200.00 To: 652541-8415 Central Communications - Furniture/Office Equipment

\$25,200.00

Attachments

No file(s) attached.

City Council

Item # 4. A. 11.

Meeting Date: 02/25/2019

Submitted For: Sheila Briesch, Finance

Submitted By: Sheila Briesch

Information

Item

Approval of Transfer of Appropriation for closing of Fund 332 - Public Safety Center. Funds are needed to close Fund 332; \$80,188.82.

Background

A purchase for Fuel Oil Solenoid Valves and check generators for 2012 Public Safety Center Fund hit this fund after Finance had already transferred the fund balance to the new 2017 CIP Fund 340. This created a negative Fund balance on the 2012 Public Safety Center account. This transfer will move enough money into the 2012 Public Safety Center Fund to clear the fund balance so Finance can close this Fund.

Time Frame

Funds will be transferred upon City Council approval.

Issue

This transfer is needed to close down the Public Safety Center Fund 332.

Recommendations

Approval of the Transfer Appropriation

Action Needed

Approval of Transfer of Appropriation

Public Notification

Posted City Council agenda

Fiscal Impact

Funding/Cost: \$80,188.82

Budgeted Item Y/N or N/A: N

Account:

From: 2017 CIP Fund Reserves \$80,188.82

To: 2017 CIP Fund Transfer Out - 340001-8805 \$80,188.82

To: 2012 CIP Public Safety Center Fund- Transfers In - 332001-7900 \$80,188.82

Attachments

No file(s) attached.

City Council

Item # 4. A. 1.

Meeting Date: 03/11/2019

Submitted For: Warren Porter

Submitted By: Nagesh Chopra,
Finance

Information

Item

Approval of Supplemental Appropriation for the Fleet Management Fund; \$1,820,000.

Background

All departments pay a "lease fund" into the Fleet Management Fund to be able to purchase vehicles over a depreciated life cycle. It appears that somewhere in the budgeting process this year, we dropped a number in the budgeting process and under budgeted the replacement of vehicles. Additionally, we had a damaged transit bus that required replacement that was not originally budgeted. There are adequate reserves to cover the needed budget authority.

Time Frame

Upon approval.

Issue

Supplemental appropriation is needed to meet the requirement for Fleet Management Reserves to be utilize to complete the anticipated vehicle replacement cycle for FY 19.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Posted Edmond City Council agenda.

Fiscal Impact

Funding/Cost: \$1,820,000

Budgeted Item Y/N or N/A: N

Account:

Fleet Fund Management Reserves

To: Motor Vehicles 653022-8414 \$1,820,000

(The Funding Cost of \$1,820,000 is the amended budget from \$1,173,951)

Attachments

No file(s) attached.

City Council

Item # 4. A. 2.

Meeting Date: 03/11/2019

Submitted For: Steve Commons

Submitted By: Steve
Commons,
City
Manager's
Office

Information

Item

Approval of Supplemental Appropriation to purchase additional land to expand parking at the Information Technology Building; \$35,000.

Background

We have been interested in expanding the parking at our IT Building even from the day we purchased the property. As staff has expanded, the need for the additional parking has been increased. We have had conversations with our southern neighbors and have reached an agreed upon price to expand our parking to the south. There is around \$150,000 available in the our Real Property Fund that can be used to purchase this property. The supplemental appropriation is necessary since we did not budget any land purchases in the current fiscal year.

Time Frame

Once the property is acquired we will proceed with planning for the additional parking in the next fiscal year.

Issue

Working through the details of the land acquisition with our neighbors.

Recommendations

Approve the supplemental appropriation.

Action Needed

Approve the supplemental appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$35,000

Budgeted Item Y/N or N/A: N

Account:

From: Restricted Reserves (Reserved for Specific Fund Purpose) \$35,000

To: 339001-8403 Real Property Fund - Land Purchase \$35,000

Attachments

No file(s) attached.

City Council

Item # 4. A. 7.

Meeting Date: 03/11/2019

Submitted For: Steve Commons

Submitted By: Steve
Commons,
City
Manager's
Office

Information

Item

Approval Transfer of Appropriation for trail development along Route 66 adjacent to Arcadia Lake from available project funds; \$2,605,000.

Background

This is a transfer of appropriation from the Hafer Park Ball Field project which will not be ready for bidding until FY 19-20.

This project comes as part of a grant request that was initiated back in 2010. Originally, it was anticipated to be split into two projects, but the Oklahoma Department of Transportation (ODOT) is prepared to proceed with both projects in an April bid letting. The total project cost based on their project estimate is \$3,775,000. ODOT is contributing \$1,173,000, which leaves a City share of \$2,602,000.

The trail design is a 10' wide bicycle path with an additional 8' wide pedestrian path on the Corps property at Arcadia Lake adjacent to the roadway on Route 66 from Midwest to Post Road.

Time Frame

The project is scheduled for the April 2019 ODOT bidding letting. We have not seen the construction time frame in the bid documents, but would assume a 12 month contract.

Issue

The trail does not connect to the existing Spring Creek Trail.

Recommendations

The CIP Advisory Board considered the project at their Special Meeting on February 26. The vote to approve was 5-5 which comes to the City Council as a failure to recommend. The split vote was due to the location of the trail. Even though today the proposed trail does not connect with the existing trail development around the lake, it does connect Central State Park, Edmond Park and the Park Office and overlook. It also leads out to Edmond 66 Park. The members that voted against the request were concerned that it was isolated from the current trail. Staff can not promise when the trails connect, but we will work diligently with the Coalition to raise funds and we will actively pursue additional grants to make the connection. Once we make that connection the trail would cover the most popular points around the lake.

Action Needed

Approval of the Transfer of Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$2,605,000

Budgeted Item Y/N or N/A: N

Account:

From: 2000 CIP Sales Tax Fund - Hafer Park Improvements 338006-8563: \$2,605,000

To: 2000 CIP Sales Tax Fund - Trails 338006-8433: \$2,605,000

Attachments

Map

City Council

Item # 4. A. 8.

Meeting Date: 03/11/2019

Submitted For: Steve Commons

Submitted By: Steve
Commons,
City
Manager's
Office

Information

Item

Approval of a Supplemental Appropriation for the implementation of a Quiet Zone along all the railroad crossings within the City of Edmond; \$2,900,000.

Background

The City has received the cost estimates from the Burlington Northern Santa Fe (BNSF) Railroad to implement the Quiet Zone. The total cost for the project is \$3.5 million. (\$2.9 million is needed in the current budget year and the remaining \$600,000 in the new budget year) The following items represent the basis for the transfer of appropriation request:

- Contract with BNSF to install the signal equipment for the Quiet Zone - \$2,649,385
- Contract with CTC to design the construction improvements which need to be provided by the City at each crossing \$216,257

Time Frame

Contract will be initiated to complete the work over the next 12 months.

Issue

Originally when the budget for the current fiscal year was established we did not know when we would be able to proceed with the Quiet Zone. The information on the costs has been received and is in an acceptable budget range to proceed. Contracts are also ready for execution to get the project started.

Recommendations

The Supplemental Appropriation was recommended for approval at a Special Meeting of the CIP Advisory Board at their meeting on February 26.

Action Needed

Approval of Supplemental Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$2,900,000

Budgeted Item Y/N or N/A: N

Account:

From: 2000 CIP Sales Tax Fund - Restricted Reserve for Capital Improvements
\$2,900,000

To: 2000 CIP Sales Tax Fund -Street RR Quiet Zone 338007-8523 \$2,900,000

Attachments

No file(s) attached.

City Council

Item # 4. A. 9.

Meeting Date: 03/11/2019

Submitted For: Warren Porter

Submitted By: Nagesh Chopra,
Finance

Information

Item

Approval of Supplemental Appropriation for the General Fund for Right of Way True Up.

Background

We are required to annually "true up" General Fund revenues for transfer to Police and Fire funds. After closing of the City Financial Reports for the previous year, a calculation and additional transfer of funds is made to the Police and Fire funds. We had an increase in revenues in FY 18 and an additional payment was required. Additionally, a portion of the additional payments requires additional right of way fees from the applicable utilities to the General Fund. A majority of the increase is from the increase of Sales Tax and Use Tax above the budget estimate.

Time Frame

Upon City Council approval.

Issue

Supplemental appropriation is needed to meet the requirement for additional revenues to be transferred to the Police and Fire funds.

Recommendations

Staff recommends approval.

Action Needed

Council approval of the supplemental appropriation request.

Public Notification

Posted City Council Agenda.

Fiscal Impact

Funding/Cost: \$1,709,105

Budgeted Item Y/N or N/A: N

Account:

The Funding Cost is \$1,709,105 (total increase in additional transfer to Police/Fire Fund)

General Fund Reserves

To: Transfer to Fire Fund 001002-8812 \$17,621,200

To: Transfer to Police Fund 001002-8813 \$21,615,335

Electric Reserves

To: Electric ROW Fees 562032-8364 \$3,705,752

Water Reserves

To: Water ROW Fees 563332-8364 \$1,335,622

Wastewater Reserves

To: Wastewater ROW Fees 565352-8364 \$770,156

per warren, these are
to be the current balance
not the transfer to amount
entered BA differences
as the "to" amount.

DM

Attachments

No file(s) attached.

City Council

Item # 4. A. 10.

Meeting Date: 03/11/2019

Submitted For: Jerry Cullum

Submitted By: Jan Wells, Public
Works

Information

Item

Approval of Supplemental Appropriation to cover unanticipated custodial services cost; \$25,000.

Background

The Janitorial Services budget is limited to primarily personnel costs and contract services. With the loss of custodian personnel and lack of candidates to hire, the decision was made to contract with Capitol Cleaning to provide custodial services at the facilities at the Cross Timbers PW Complex. The annual contract cost for Capitol Cleaning is \$40,680. This supplemental appropriations request will cover the remaining contract cost for FY2018/19.

Time Frame

Immediate if approved.

Issue

This supplemental appropriation will cover the contracted cost of custodial service for the remaining months of FY2018/19.

Recommendations

Staff recommends approval

Action Needed

Approval of the supplemental appropriation

Public Notification

Posted City Council Agenda

Fiscal Impact

Funding/Cost: \$25,000

Budgeted Item Y/N or N/A: N

Account:

From: Administrative Support Services - \$25,000

To: 652069-8361 Janitorial Services Contract Services - \$25,000

Attachments*No file(s) attached.*

City Council

Item # 5. A. 3.

Meeting Date: 03/25/2019

Submitted For: Lisa Goodpasture, Human Resources

Submitted By: Lisa Goodpasture, Director

Information

Item

Approval of Supplemental Appropriation and Transfer of Appropriation for the Human Resources Department; \$153,615.

Background

In order to respond to some staffing changes, it is necessary to provide a supplemental appropriation and a transfer of appropriation to the Human Resources (HR) Fund. If approved this item would move money from the Administrative Support Reserve Fund and other HR department line items to HR Personnel Services .

Time Frame

Upon approval

Issue

Increase the personnel services budget in Human Resources

Recommendations

Staff recommends approval

Action Needed

Council approval of the Supplemental Appropriation and Transfer of Appropriation request

Public Notification

Posted Edmond City Council Agenda

Fiscal Impact

Funding/Cost: \$153,615

Budgeted Item Y/N or N/A: N

Account:

From: Administrative Reserve		\$66,615
Educational Supplies	652591 8227	\$3,000
Office Supplies	652591 8201	\$5,000
Computer Supplies	652591 8249	\$3,000
Advertising Costs	652591 8305	\$30,000
Consulting & Professional	652591 8319	\$18,000
Contract Services	652591 8361	\$18,000
Medical Supplies	651591 8318	\$7,000
Travel Costs	652591 8352	\$3,000
 To: Regular Pay	 652591 8101	 \$153,615

Attachments

No file(s) attached.

City Council

Item # 5. A. 4.

Meeting Date: 03/25/2019

Submitted For: Craig Dishman, Parks

Submitted By: Craig
Dishman,
Parks

Information

Item

Approval of Supplemental Appropriation from the Park Tax Fund for repairs to south side lift stations at Arcadia Lake of \$70,000 and mechanical equipment needed for Pelican Bay repairs of \$42,000; \$112,000.

Background

For the duration of managing Arcadia Lake it has been the responsibility of the lake staff to perform maintenance on the 18 lift stations that service the lake parks. While staff has been trained and gained valuable experience during this time it is now more efficient and effective to have the Water Resources Department maintain a significant portion of the these systems. They are more professionally trained and are familiar with the mechanics and parts of these systems. Lake staff will continue to maintain the primary lines inside the parks. Water Resources has been going through they system and phasing in replacement of many components which is why we are seeking these additional funds.

Pelican Bay is now entering the 17th year of operation. Mechanical equipment continues to need to be repaired and updating to operate the facility in a safe manner. \$42,000 of equipment needs to be repaired or replaced at this time. Water Resources has also started to maintain Pelican Bay mechanical equipment. For the same reasons stated above, they are familiar with these systems and can perform the maintenance more efficiently than parks and recreation staff or the company managing Pelican Bay as a contractor. We are replacing items in the system that are past their useful life.

Time Frame

Immediate Upon Approval

Issue

Extensive repairs are needed to Arcadia Lake lift stations. These lift stations are over 30 years old and many of the parts have been repaired gradually during this time. The current repairs include new grinder pumps and control panels and other parts for the lift stations in the south side service area of Arcadia Lake parks.

Mechanical equipment is in need for repairs at Pelican Bay. Filters, valves, clamps and

control panels are all needed to operate efficiently and effectively. The water resources department will be performing much of the labor on these repairs.

Recommendations

Staff recommends approval

Action Needed

Motion to approve supplemental appropriation

Public Notification

Posted City Council Agenda

Fiscal Impact

Funding/Cost: \$112,000

Budgeted Item Y/N or N/A: N

Account:

From: Restrict Reserves - Park Tax Fund \$112,000

To: 116044-8221 Park Tax Fund - Machine/Equipment Parts \$112,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 6.

Meeting Date: 03/25/2019

Submitted For: Warren Porter

Submitted By: Nagesh Chopra,
Finance

Information

Item

Approval of Budget Amendment for Ambulatory Services Fund; \$11,000.

Background

City of Edmond sends out mailers to customers concerning enrolling in EMSA. We budget postage and printing. This time, postage was included in the printing contract so we need to move budget authority from Postage Costs to Printing Services.

Time Frame

Upon approval.

Issue

Increase the printing services account for Ambulatory Services Fund.

Recommendations

Staff recommends approval.

Action Needed

Council approval of the budget amendment request.

Public Notification

Posted Edmond City Council agenda.

Fiscal Impact

Funding/Cost: \$11,000

Budgeted Item Y/N or N/A: Y

Account:

From: Ambulatory Services Fund, Postage Cost 119261-8203: \$11,000

To: Ambulatory Services Fund, Printing Services 119261-8317: \$11,000

City Council

Item # 5. A. 5.

Meeting Date: 03/25/2019

Submitted For: Warren Porter

Submitted By: Nagesh Chopra,
Finance

Information

Item

Approval of Budget Amendment for the Utility Customer Service Fund; \$45,000.

Background

City of Edmond pays interest on deposits held on behalf of the customers. The OCC has raised the interest to be paid on deposits from 1.34% to 2.65%. We were not expecting interest to be raised to this level. Corresponding, we have increased our interest earned during the past year. The net cost increase is minor or close to equal, but we need to raise our budget to be able to pay customers what is due.

Time Frame

Upon approval.

Issue

Raise interest paid to utility deposit customers. We have funds available within the department's budget to cover the account increase.

Recommendations

Staff recommend approval.

Action Needed

Council approval of the budget amendment request.

Public Notification

Posted Edmond City Council agenda.

Fiscal Impact

Funding/Cost: \$45,000

Budgeted Item Y/N or N/A: Y

Account:

From: Utility Customer Service, Regular Pay 652641-8101: \$45,000
To: Utility Customer Service, Interest Paid 652641-8340: \$45,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 2.

Meeting Date: 04/08/2019

Submitted For: Keith Stewart

Submitted By: Keith Stewart,
Public Works

Information

Item

Approval of Supplemental Appropriation for the Street and Alley fund; \$455,000.

Background

Two Rehabilitation Projects: One the scope has change and the second is an additional project.

1. Due to a change in the scope of work, related to the road reconstruction of 15th/164th, between Hiwassee Road and Choctaw Road, and the increased cost associated with that change, a supplemental appropriation is necessary to cover the cost increase; \$105,000.
2. Over the last 6 months this section of Covell between Air Depot and Midwest Blvd has seen extreme deterioration of the paved surface. This project will rebuild the base and then overlay the roadway. This will be a change order to our current street rehabilitation contract; \$350,000.

Time Frame

Immediate upon approval.

Issue

Approval of a supplemental appropriation.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Posted Agenda

Fiscal Impact

Funding/Cost: \$455,000

Budgeted Item Y/N or N/A: Y

Account:

From: General Fund Restricted Reserves (Tax Funds Designated for this Use) \$455,000

To: Street and Alley Fund 001073-8432 \$455,000

Attachments

No file(s) attached.

City Council

Item # 4. A. 4.

Meeting Date: 04/22/2019

Submitted For: Warren Porter

Submitted By: Nagesh Chopra,
Finance

Information

Item

Approval of Supplemental Appropriation for Park Tax Fund; \$320,000.

Background

The weather has not been conducive for activities for the year to date for either Arcadia Lake or Kickingbird Golf. Revenues are down for both activities this year. Through April 9th, fees from charges, miscellaneous charges, and other revenue sources were down by \$57,845 from last year at Arcadia Lake. Total revenues at Kickingbird Golf Course are down \$141,000 from last year through April 9th.

We have not transferred money from Park Tax Fund to Arcadia Lake during the last 7 budget years, at least. The last transfer from Park Tax to Kickingbird Golf was in FY 2016. This action should allow both operations to end the fiscal year in a positive position for unrestricted cash.

Time Frame

Immediate upon approval.

Issue

Approval of supplemental appropriation.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost:

\$320,000

Budgeted Item Y/N or N/A: N

Account:

From:

Park Tax Fund Reserves

To: Park Tax Fund Transfers Out	116044-8805	\$320,000
To: Arcadia Lake Transfers In	567037-7900	\$160,000
To: Kickingbird Golf Course Transfers In	570750-7900	\$160,000

Attachments

No file(s) attached.

City Council

Item # 6. A. 2.

Meeting Date: 04/22/2019

Submitted For: Kris Neifing

Submitted By: Jennifer
Young,
Water
Resources

Information

Item

Approval of Supplemental Appropriations for Water Resources Projects; \$13,500,000.

Background

Supplemental appropriations are needed for budget authority to fund the Control Building Project construction and construction services for the Water Plant, and upcoming design on the Intake and Tank-02 project. The project amounts were not included in the FY18/19 budget due to timing of the projects.

Time Frame

Immediate.

Issue

The capital project account for the water fund requires the budget authority in order to proceed with projects.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Posted agenda.

Fiscal Impact

Funding/Cost: \$13,500,000

Budgeted Item Y/N or N/A: N

Account:

From: Water Fund - Unassigned Reserves: \$13,500,000.00

To: Water Fund - Water Construction - 563332-8409 - \$13,500,000.00

Attachments

No file(s) attached.

City Council

Item # 5. A. 1.

Meeting Date: 05/13/2019

Submitted For: Steve Commons

Submitted By: Steve
Commons,
City
Manager's
Office

Information

Item

Approval of Transfer of Appropriation for the construction of the Streetscape parking along 5th Street between Broadway and Littler; \$430,000.

Background

The construction of this section of Streetscape was initially envisioned to occur in the upcoming fiscal year. To better coordinate the projects with the private improvement of the commercial/residential development at 5th and Littler, this project was moved up. Funding is available for this work from unused budget for Covell Parkway Design.

This project is the first of three different streetscape projects planned in the Stephenson Park area. The other projects that are currently under design are on 4th Street from Boulevard to Littler and 3rd Street from Littler west to the alley.

Time Frame

Transfer to occur upon City Council approval.

Issue

Earlier this fiscal year we adjusted our design contracts with design firm working on Covell Parkway (Triad Engineering) which reduced our budgetary needs in this account.

Recommendations

Approval of the transfer of appropriation.

Action Needed

Approval of the transfer of appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$430,000

Budgeted Item Y/N or N/A: N

Account:

From: 338007-8479 2000 CIP - Street - Covell Parkway Design \$430,000

To: 338008- 8553 2000 CIP -Economic Development - Streetscape Downtown- \$430,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 4.

Meeting Date: 05/13/2019

Submitted For: Andrew Conyers, City Manager's Office

Submitted By: Vicki Martin, Administrative Specialist II

Information

Item

Approval of Transfer of Appropriation for Municipal Court to purchase office furniture; \$7,000.

Background

Municipal Court budgeted money for furniture replacement, but failed to budget for computer replacement. In order to replace the 20 plus year old furniture (desks, file cabinets, etc.) we are requesting to move money from the Special Program line item to the Office Supplies line item.

Time Frame

Upon approval

Issue

Increase Office Supplies line item to allow for purchase of office furniture. We have funds available within the department's budget to cover the account increase.

Recommendations

Staff recommends approval

Action Needed

Council approval of the Transfer of Appropriation request

Public Notification

Posted Edmond City Council Agenda

Fiscal Impact

Funding/Cost: \$7,000

Budgeted Item Y/N or N/A: Y

Account:

From: General Fund, Municipal Court, 001080 8365, \$7,000
To: General Fund, Municipal Court, 001080 8201, \$7,000

Attachments

No file(s) attached.

City Council

Item # 7. A. 4.

Meeting Date: 05/13/2019

Submitted For: Bobby Masterson

Submitted By: Jan Wells, Public Works

Information

Item

Approval of Transfer of Appropriation from the Solid Waste Reserve to the Solid Waste Recycling budget; \$445,000.

Background

The City's contracted price for recycling increased July 1, 2018, which was after the FY2018/19 budgets were approved. Staff elected to wait until December to request a rate increase to cover the contractor's new recycling fee to avoid timing conflicts for the water and electric rate increases.

As a result, Solid Waste Recycling absorbed the fee increase for the first six months of FY2018/19. Currently, the recycling contract is averaging \$122,500 per month, and there is approximately \$75,000 left in the budget. Therefore, a transfer of \$445,000 from the Solid Waste Reserve will cover the costs through the end of June 2019.

Time Frame

Immediate upon approval

Issue

Solid Waste Recycling requires a transfer of appropriate from the Solid Waste Reserve in order to cover the remaining recycling costs for FY2018/19.

Recommendations

PW Committee recommends approval

Action Needed

Motion to approve

Public Notification

Posted agenda

Fiscal Impact

Funding/Cost: \$445,000

Budgeted Item Y/N or N/A: N

Account:

From: Solid Waste Reserve - \$445,000

To: Solid Waste Recycling - 564342-8361 - \$445,000

Attachments

No file(s) attached.

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Item # 7. A. 2.

City Council**Meeting Date:** 05/13/2019**Submitted For:** Steve Commons**Submitted By:** Steve Commons, City Manager's Office

Information**Item**

Approval of Supplemental Appropriation for EPWA Economic Development Fund; \$100,000.

Background

In a companion agenda item, it explains the background for the supplemental appropriation as it relates to a Development Financing Assistance Agreement as part of the Showbiz Cinema development. Funds need to be transferred from the General Fund into the EPWA Economic Development Fund. From here they can be distributed over the time of the agreement which is up to 20 years or until \$4.8 million is distributed. In future years funds will be budgeted in advance to cover the need to process the supplemental appropriation.

Time Frame

Upon City Council approval this transfer will be posted.

Issue

Transfers will only be made for the agreed portion of the sales taxes collected at Showbiz Cinema. (2% of the 3.75% of the Edmond local sales taxes.)

Recommendations

Approval of the Supplemental Appropriation.

Action Needed

Approval of the Supplemental Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact**Funding/Cost:** \$100,000**Budgeted Item Y/N or N/A:** N**Account:**

From: General Fund Reserves \$100,000

To: 001001-8805 General Fund Transfers Out: \$100,000 *OR*To: 569039-7900 EPWA Economic Development, Transfers In: \$100,000 *CF*

To: 569039-8361 EPWA Economic Development, Contract Services: \$100,000

Attachments*No file(s) attached.*

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Item # 7. B. 3.

City Council

Meeting Date: 05/13/2019

Submitted For: Steve Commons

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of payment of the performance based sales tax incentive for a portion of the sales taxes remitted from the operation of Showbiz Cinema; \$100,000.

Background

The City entered into a Development Financing Assistance Agreement as part of the Showbiz Cinema development at I-35 and Covell. To encourage the business investment and development of a multi-screen (10) movie theater with other entertainment activities (bowling- 12 lanes, food service and arcade), the City committed to return 2% of 3.75% sales tax collected on a quarterly basis. The amount returned was capped at \$4.8 million and the development needs to collect those funds within a 20 year period.

This agenda item represents the first request to authorize staff to proceed with the distribution of the quarterly collection of funds. Only funds which are actually collected and provided to the City can be distributed back as an incentive (this represents that they have to successfully perform in generating retail sales to receive the incentive).

Staff will use this authorization to generate a Purchase Order with the amount requested. Again, we will only distribute that portion of the sales tax that we have actually received. We will have two quarterly payments in this fiscal year. As we begin a new fiscal year, we will make this request annually.

Time Frame

Upon approval, staff will make the first quarterly payment which includes the month of December.

Issue

The sales tax funds are received in the General Fund. A transfer of the portion of the sales tax that is committed for this incentive is transferred to the EPWA Economic Development Fund where the payment will be distributed to Covell-35 Development, LLC.

Recommendations

Approval of the potential distribution amount.

Action Needed

Approval of the potential distribution amount.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$100,000

Budgeted Item Y/N or N/A: N

Account:

569030-8361 EPWA Economic Development Fund - Contractual Services \$100,000

Attachments

No file(s) attached.

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City Council

Item # 5. A. 2.

Meeting Date: 06/10/2019

Submitted For: Steve Commons

Submitted By: Steve
Commons,
City
Manager's
Office

Information

Item

Approve a Supplemental Appropriation to cover additional expenses associated with the final payment for the Downtown Drainage Improvement project and for adding ADA improvements and streetlighting contract coordination to the ITS design services contract; \$133,000.

Background

As we proceeded with the construction of the downtown drainage project we found conditions opening up streets that required filling voids with additional materials to properly compact the storm water line and repave the street. Plans were also adjusted to accommodate changes that were occurring downtown related to the Railyard project with its changes to its front entrance and we also used the contract to make the sidewalk and driveway adjustments associated with the Sunnyside Diner project. The ADA access and walk ability around the corner at 2nd and Broadway adjacent to the Diner is much improved.

As was noted in another agenda item we shifted the coordination of the final design and bidding of the street lighting project to the design firm that is making the ITS improvements downtown. Also added to that contract is the design for ADA access improvements downtown. The coordination means we will have one contractor doing the street lighting, ITS and ADA improvements at one time instead of multiple contracts for construction.

We also need some additional funding to cover final Engineering Inspection for the Drainage project within the funds requested.

Time Frame

Items will be posted upon City Council approval.

Issue

Need to close out the drainage improvement project which has been tested with some very heavy rains and has performed to meet the weather conditions experienced.

Coordination of the street lighting, ITS and ADA access improvements should help minimize the impact of another downtown construction project.

Engineering and our Marketing staff did a great job of informing the downtown stakeholders of the construction progress with the Downtown Drainage Project. We expect to do the same thing with the next construction project.

Recommendations

Approval of the Supplemental Appropriation.

Action Needed

Approval of the Supplemental Appropriation.

Public Notification

Posted City Council agenda.

Fiscal Impact

Funding/Cost: \$133,000

Budgeted Item Y/N or N/A: N

Account:

From: 2000 CIP Sales Tax Fund - Restricted Reserve for Capital Improvements \$133,000

To: 338002-8514 2000 CIP Sales Tax Fund - Downtown Storm Water Drainage \$91,000

338002-8534 2000 CIP Sales Tax Fund - Downtown ITS \$42,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 3.

Meeting Date: 06/10/2019

Submitted For: Steve Commons, City Manager's Office

Submitted By: Steve Commons, City Manager's Office

Information

Item

Approval of a Supplemental Appropriation to increase the expense for maintenance costs for the Competition Pool; \$80,000.

Background

Expenses for this area have been greater than anticipated. The explanation of those costs are outlined in the agenda item for the contract increase under purchases for the Young Men's Christian Association of Greater Oklahoma City (YMCA).

Time Frame

Upon City Council approval.

Issue

The storm events, a failing cooling system above the competition pool spectator seating and a major cleaning of the geothermal loop system are the issues that have prompted this request.

Recommendations

Approval of the supplemental appropriation.

Action Needed

Approval of the supplemental appropriation.

Public Notification

City Council posted agenda.

Fiscal Impact

Funding/Cost: \$80,000

Budgeted Item Y/N or N/A: N

Account:

Supplemental Appropriation:

From: Park Tax Fund - Restricted Reserves for Capital Improvements \$80,000

To: 116044- 8392 Park Tax Fund - ERAC Operating Costs \$80,000

Attachments
<i>No file(s) attached.</i>

City Council

Item # 5. A. 4.

Meeting Date: 06/10/2019

Submitted For: Sara Cobb

Submitted By: Sara Cobb,
Information
Technology

Information

Item

Approval of Transfer of Appropriation for Information Technology; \$25,000.

Background

Due to individual costs of computer equipment, current funding in Computer Supplies budget (8249) will not be sufficient to cover minor network hardware needs for the remainder of this fiscal year. Consequently, staff is requesting a transfer from the Information Technology Furniture/Office Equipment budget (8415) to resolve this issue. This transfer will not increase the overall Information and Technology department budget, but will simply transfer funds from one account to another.

Time Frame

Upon City Council approval.

Issue

The Information Technology department needs funds to be transferred within the Information Technology budget (652060). Funds are available in the Furniture/Office Equipment budget (8415) to cover Computer Supplies budget (8249). At this time, \$25,000 needs to be transferred from 8415 - Furniture/Office Equipment, to 8249 - Computer Supplies to cover cost for the year.

Recommendations

Staff Recommends Approval

Action Needed

Approval of a transfer of appropriation

Public Notification

Posted City Council Agenda

Fiscal Impact

Funding/Cost: \$25,000

Budgeted Item Y/N or N/A: N

Account:

From:

652060 -8415 Information Technology - Furniture/Office Equipment \$25,000

To:

652060 -8249 Information Technology - Computer Supplies \$25,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 1.

Meeting Date: 06/10/2019

Submitted For: Craig Dishman, Parks

Submitted By: Craig
Dishman,
Parks

Information

Item

Approval of Supplemental Appropriation from the Park Tax Fund for repairs to south side lift stations at Arcadia Lake of \$70,000 and mechanical equipment needed for Pelican Bay repairs of \$42,000; \$112,000.

Background

This item was approved by the City Council on March 25, 2019, but there was an error in what accounts the money was transferred to. If approved this item would move money to the correct accounts.

For the duration of managing Arcadia Lake it has been the responsibility of the lake staff to perform maintenance on the 18 lift stations that service the lake parks. While staff has been trained and gained valuable experience during this time it is now more efficient and effective to have the Water Resources Department maintain a significant portion of the these systems. They are more professionally trained and are familiar with the mechanics and parts of these systems. Lake staff will continue to maintain the primary lines inside the parks. Water Resources has been going through they system and phasing in replacement of many components which is why we are seeking these additional funds.

Pelican Bay is now entering the 17th year of operation. Mechanical equipment continues to need to be repaired and updating to operate the facility in a safe manner. \$42,000 of equipment needs to be repaired or replaced at this time. Water Resources has also started to maintain Pelican Bay mechanical equipment. For the same reasons stated above, they are familiar with these systems and can perform the maintenance more efficiently than parks and recreation staff or the company managing Pelican Bay as a contractor. We are replacing items in the system that are past their useful life.

Time Frame

Immediate Upon Approval

Issue

Extensive repairs are needed to Arcadia Lake lift stations. These lift stations are over 30 years old and many of the parts have been repaired gradually during this time. The current repairs include new grinder pumps and control panels and other parts for the lift stations in the south side service area of Arcadia Lake parks.

Mechanical equipment is in need for repairs at Pelican Bay. Filters, valves, clamps and control panels are all needed to operate efficiently and effectively. The water resources department will be performing much of the labor on these repairs.

Recommendations

Staff recommends approval

Action Needed

Motion to approve supplemental appropriation

Public Notification

Posted City Council Agenda

Fiscal Impact

Funding/Cost: \$112,000 There is not enough money to
Budgeted Item Y/N or N/A: N move \$70k to Lake. per Warren
Account: only transfer \$42k for parks.
From: 116044-8221 Park Tax Fund - Machine/Equipment Parts \$112,000 DM
To: 001065-8221 Parks/Pelican Bay Aquatic Center - Machine/Equipment Parts \$42,000 MP
To: 567037-8361 Arcadia Lake - Contract Services \$70,000 6-11-19

Attachments

No file(s) attached.

City Council

Item # 5. A. 1.

Meeting Date: 06/24/2019

Submitted For: Steve Commons

Submitted By: Steve
Commons,
City
Manager's
Office

Information

Item

Approval of a Supplemental Appropriation for the Art in Public Places Fund to assist in funding the final matching fund art piece for FY 18-19; \$3,500.

Background

As we approach the end of the fiscal year the Edmond Visual Arts Commission (EVAC) is considering, at their June 26 meeting, a final art piece entitled "Arrgh" which is a bronze pirate by Gary Alsum partnered by Caleb McCaleb. The purchase price is \$43,500 delivered with EVAC partnering for half the expense (\$21,750).

The supplemental appropriation is needed to cover literally a few thousand dollars that this art piece would take them over budget. In the past, if the EVAC had a matching funds art piece that would exceed the final budget, previous City Councils advised to bring the request for a small supplemental appropriation for approval. That is what we are doing with this request.

Time Frame

Supplemental will occur immediately following City Council approval.

Issue

Needs a slight budget increase to maximize a matching art fund request before the end of the fiscal year.

Recommendations

Approval of the Supplemental Appropriation.

Action Needed

Approval of the Supplemental Appropriation.

Public Notification

Fiscal Impact

Funding/Cost: \$3,500

Budgeted Item Y/N or N/A: N

Account:

From: Restricted for Specific Fund Purposes \$3,500

To: 123004- 8434 Art in Public Places fund Art Capital Outlay \$3,500

Attachments

No file(s) attached.

City Council

Item # 5. A. 2.

Meeting Date: 06/24/2019

Submitted For: Danny Vise

Submitted By: Danny Vise, Public
Works

Information

Item

Approval of a Transfer of Appropriations for Field Services-Traffic, Transfers-Vehicle Maintenance Charges; \$5,000.

Background

Due to unexpected vehicle maintenance costs, current funding will not be sufficient to cover maintenance of vehicles for the remainder of the fiscal year. Consequently, staff is requesting a transfer from Traffic, "Traffic Supplies" line item to resolve this issue. This transfer will not increase the overall Traffic budget, but will simply transfer funds from one line item to another.

Time Frame

Immediate upon approval.

Issue

Approval of a transfer to fund vehicle maintenance costs.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Posted Agenda.

Fiscal Impact

Funding/Cost: \$5,000

Budgeted Item Y/N or N/A: Y

Account:

From: Field Services-Signals, Traffic Supplies, 654375-8214

To: Field Services-Signals, Transfers-Vehicle Maintenance Charges, 654375-8819

Attachments

No file(s) attached.

City Council

Item # 5. A. 3.

Meeting Date: 06/24/2019

Submitted For: Danny Vise

Submitted By: Danny Vise, Public Works

Information

Item

Approval of a Transfer of Appropriations for Field Services-Street Maintenance, Transfers-Vehicle Maintenance Charge; \$35,000.

Background

Due to unexpected vehicle maintenance cost, current funding will not be sufficient to cover vehicle maintenance for the remainder of the fiscal year. Consequently, staff is requesting a transfer from Street Maintenance, "Regular Pay-Civilians" and "Street Maintenance Materials" line items to resolve this issue. This transfer will not increase the overall Street Maintenance budget, but will simply transfer funds from line item to another.

Time Frame

Immediate upon approval.

Issue

Approval of a transfer to fund vehicle maintenance costs.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Posted Agenda.

Fiscal Impact

Funding/Cost: \$35,000

Budgeted Item Y/N or N/A: Y

Account:

From: Field Services-Street Maintenance, Regular Pay-Civilians, 654341-8101; \$5,000
From: Field Services-Street Maintenance, Street Maintenance Materials, 654341-8217;
\$30,000
To: Field Services-Street Maintenance, Transfers-Vehicle Maintenance, 654341-8819

Attachments

No file(s) attached.

City Council

Item # 5. A. 5.

Meeting Date: 06/24/2019

Submitted For: Andrew Conyers, City Manager's Office

Submitted By: Vicki Martin, Administrative Specialist II

Information

Item

Approval of Transfer of Appropriation for Municipal Court to purchase scanners and office furniture; \$5,000.

Background

Municipal Court would like to replace several older scanners to increase efficiency of scanning the large amount of paper documents currently stored on and off site as well as purchase furniture to create a break room to allow staff a private space they can take breaks and eat their lunch. In order to replace the scanners and purchase the furniture we are requesting to move money from the Special Program line item to the Office Supplies line item.

Time Frame

Upon approval

Issue

Increase Office Supplies line item to allow for purchase of office machines & office furniture. We have funds available within the department's budget to cover the account increase.

Recommendations

Staff recommends approval

Action Needed

Council approval of the Transfer of Appropriation request

Public Notification

Posted Edmond City Council Agenda

Fiscal Impact

Funding/Cost:

\$5,000

Budgeted Item Y/N or N/A: Y

Account:

From: General Fund, Municipal Court, 001080 8365, \$5,000

To: General Fund, Municipal Court, 001080 8201, \$5,000

Attachments

No file(s) attached.

City Council

Item # 7. A. 1.

Meeting Date: 06/24/2019

Submitted For: Dean Sherrick

Submitted By: Dean
Sherrick,
Edmond
Electric

Information

Item

Approval of a Transfer of Appropriations for Electric Department, Transfers-Vehicle Maintenance Charges; \$50,000.

Background

Due to unexpected vehicle maintenance issues, the current encumbrance and remaining balance will be insufficient to cover vehicle maintenance costs for the remainder of the fiscal year. Staff is requesting a transfer from the Electric Distribution Construction remaining balance to resolve this shortfall. This transfer will not increase the overall Electric budget but will simply transfer funds from one line item to another.

Time Frame

Immediate upon approval.

Issue

Approval of a transfer to fund vehicle maintenance costs.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Posted agenda.

Fiscal Impact

Funding/Cost: \$50,000

Budgeted Item Y/N or N/A: Y

Account:

From: Electric Distribution Construction, 562032-8412; \$50,000.

To: Electric Transfers-Vehicle Maintenance, 562032-8819; \$50,000.

Attachments

No file(s) attached.

City Council

Item # 7. A. 2.

Meeting Date: 06/24/2019

Submitted For: Kris Neifing

Submitted By: Kris
Neifing,
Water
Resources

Information

Item

Approval of a Transfer of Appropriations for Water Resources, Transfers-Vehicle Maintenance Charges; \$15,000.

Background

Due to unexpected vehicle maintenance issues, the current encumbrance and remaining balance will be insufficient to cover vehicle maintenance costs in the Well Budget for the remainder of the fiscal year. Staff is requesting a transfer from the Electric Costs remaining balance to resolve this shortfall. This transfer will not increase the overall Wells budget but will simply transfer funds from one line item to another.

Time Frame

Immediate upon approval.

Issue

Approval of a transfer to fund vehicle maintenance costs.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve.

Public Notification

Posted agenda.

Fiscal Impact

Funding/Cost: \$15,000

Budgeted Item Y/N or N/A: Y

Account:

From: Wells Electricity Costs, 563333-8310; \$15,000. To: Wells Transfers-Vehicle Maintenance, 563333-8819; \$15,000.

Attachments

No file(s) attached.

City Council

Item # 7. A. 3.

Meeting Date: 06/24/2019

Submitted For: Glenn Fisher

Submitted By: Glenn
Fisher,
Edmond
Electric

Information

Item

Approval of a Supplemental Appropriation for Edmond Electric to support expansion of the Luminance holiday display; \$42,000

Background

In early 2017, at City Council direction, staff began moving forward with replacing the Edmond Electric Parade of Lights with a month long, walk thru, lighted display in Mitch Park. In December 2017, Luminance had a preview year that showcased two displays. For the 2018 event, Luminance was expanded to over 20 displays for the grand opening. Luminance ran through January 6, 2019 and hosted 3 special events through the month of December.

To continue the expansion for the 2019 holiday season and enhance the draw of Luminance, staff is requesting this transfer of funds to pay for the 13 new displays described in Jessica Lyle's agenda item.

Time Frame

Upon approval.

Issue

Staff desires to continue the expansion of the Luminance display in Mitch Park.

Recommendations

Staff recommends approval.

Action Needed

City Council approval of the fund transfer.

Public Notification

Posted Edmond City Council Agenda.

Fiscal Impact

Funding/Cost: \$42,000

Budgeted Item Y/N or N/A: N

Account:

From: Edmond Electric Unrestricted Reserves, \$42,000

To: Edmond Electric Luminance, 562036-8299 (Miscellaneous Materials & Supplies),
\$42,000

Attachments

No file(s) attached.

City Council

Item # 5. A. 3.

Meeting Date: 07/08/2019

Submitted For: Chris Goodwin

Submitted By: Nancy
Lazzaro,
Fire

Information

Item

Approval of Transfer of Appropriations for Fire Public Safety Tax Fund; \$50,000.

Background

Due to the high volume of apparatus repairs, additional funds are needed to supplement 8819 Vehicle Maintenance Charges. This transfer will not increase the overall budget authority, but allows funding to be in the appropriate line item category.

Time Frame

Immediate Upon Approval.

Issue

High volume of apparatus repairs.

Recommendations

Staff recommends approval.

Action Needed

City Council approval.

Public Notification

Posted City Council Agenda.

Fiscal Impact

Funding/Cost: \$50,000

Budgeted Item Y/N or N/A: Y

Account:

FROM: Fire PSLTF 121005-8201 - Office Supplies \$50,000

TO: Fire PSLTF 121005-8819 - Vehicle Maintenance Charges \$50,000

From: FY 18/19 Insurance Reserves Fund - \$115,000

To: FY 18/19 Insurance Claims Expense - 650042-8337 \$100,000

To: Fy 18/19 Health Clinic - 650042-8382 \$15,000

Attachments

No file(s) attached.

Meeting Date: 07/22/2019

Submitted For: Lisa Goodpasture, Human Resources

Submitted By: Lisa Goodpasture, Director

Information

Item

Approval of Supplemental Appropriation for the Human Resources Department-Insurance; \$115,000.

Background

Due to unpredicted medical claims and higher clinic expenses for Medical Assistant coverage and substitute physician expenses, it is necessary to provide a supplemental appropriation and transfer funds from Insurance Reserves to the Employee Group Insurance Fund.

Time Frame

Upon Approval

Issue

Increase the Group Insurance Fund for FY 18/19

Recommendations

Staff recommends approval

Action Needed

Council approval of the Supplemental Appropriation and Transfer of Appropriation request.

Public Notification

Posted Edmond City Council Agenda

Fiscal Impact

Funding/Cost: \$115,000

Budgeted Item Y/N or N/A: N

Account:

From: FY 18/19 Insurance Reserves Fund - \$115,000

To: FY 18/19 Insurance Claims Expense - 650042-8337 \$100,000

To: Fy 18/19 Health Clinic - 650042-8382 \$15,000

Attachments

No file(s) attached.

City Council

Item # 7. A. 1.

Meeting Date: 07/22/2019

Submitted For: Susan Miller

Submitted By: Susan Miller,
Planning/Zoning

Information

Item

Approval of a Transfer of Supplemental Appropriation for the Citylink Transit System from the Citylink Reserves for the FY 18-19 in the amount of \$121,319.28.

Background

Due to the unexpected increase of the ridership and maintenance costs for Citylink Transit System for the FY 18-19, the current funding will not be sufficient to cover the cost. The staff is requesting a transfer from the Citylink Reserve to resolve this issue.

The ridership increase is mainly due to the increase we have seen with the Paratransit residents. The paratransit ridership increased 2,702 riders or 22% over last year. The approval of the supplemental appropriation will increase the City's portion of the Citylink budget from \$650,000.04 to \$771,319.32.

Time Frame

Immediate upon approval.

Issue

Approval of a transfer of funds to Citylink from the General Fund.

Recommendations

Staff recommends approval

Action Needed

Motion to approve.

Public Notification

Posted City Council Agenda

Fiscal Impact

Funding/Cost: \$121,319.28

Budgeted Item Y/N or N/A: N

Account:

To: 572941-8361 - Citylink Contract Services

Attachments

No file(s) attached.

City Council

Item # 5. A. 1.

Meeting Date: 12/09/2019

Submitted For: Warren Porter

Submitted By: Nagesh Chopra,
Finance

Information

Item

Approval of FY 18-19 Year End Budget Transfers of Appropriations to Balance Departmental Budget Categories for Governmental Fund Types.

Background

Each year-end, final budget amendments are routinely requested to balance departmental budget categories for governmental fund types, usually as a result of final year-end entries and accruals necessary per generally accepted accounting principles. There is not a net increase/decrease in total expenditures.

Time Frame

FY-2018-2019

Issue

The requested transfers of appropriations are needed to establish the proper budget at the category level and to assure compliance with the Budget Act of 1979.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve Transfer of Appropriations request

Public Notification

Council agenda posting is required.

Fiscal Impact

Funding/Cost: \$260,204

Budgeted Item Y/N or N/A: Y

Account:

From: Art in Public Places - Maint/Repairs Bldg & Land 123004-8314 \$47

To:	Art in Public Places - Postage Cost	123004-8203	\$47
From:	Cemetery Care - Reserves		\$2,743
To:	Cemetery Care-Bank Charges	118015-8345	\$2,743
From:	Water Treatment Plant - Machine/Equip Parts	563332-8221	\$89,022
To:	Water Treatment Plant - Retirement/Civilians	563332-8115	\$89,022
From:	Water Wells - Bldg materials/Supplies	563333-8216	\$42,770
To:	Water Wells - Retirement/Civilians	563333-8115	\$42,770
From:	Wastewater Treatment Plant - Misc Material & Supplies	565352-8299	\$55,604
To:	Wastewater Treatment Plant - Retirement/Civilians	565352-8115	\$55,604
From:	Drainage Utility - Misc material/Supplies	568038-8299	\$14,772
To:	Drainage Utility - Retirement/Civilians	568038-8115	\$14,772
From:	YourGovShop Fund - Misc material & Supplies	571046-8299	\$1,077
To:	YourGovShop Fund - Retirement/Civilians	571046-8115	\$1,077
From:	CityLink - Misc Material/Supplies	572941-8299	\$1,587
To:	Citylink - Retirement- Civilians	572941-8115	\$1,587
From:	Liability/Tort Claim - Other Services/Charges	611020-8399	\$15,157
To:	Liability/Tort Claim - Retirement-Civilians	611020-8115	\$15,157
From:	Workers Comp Reserve Fund - Reserves		\$196
To:	Workers Comp Reserve Fund - Bank Charges	612018-8345	\$196
From:	Vehicle Maintenance Fund - Reserves		\$33,442
To:	Vehicle Maintenance Fund - Retirement	651011-8115	\$33,442
From:	Fleet Management Fund - Misc material & Supplies	653022-8299	\$3,787
To:	Fleet Management Fund - Retirement Civilians	653022-8115	\$3,787

Attachments

No file(s) attached.

City Council

Item # 5. A. 5.

Meeting Date: 11/25/2019

Submitted For: Warren Porter

Submitted By: Nagesh Chopra,
Finance

Information

Item

Approval of FY 18-19 Year End Budget Transfers of Appropriations to Balance Departmental Budget Categories for Governmental Fund Types.

Background

Each year-end, final budget amendments are routinely requested to balance departmental budget categories for governmental fund types, usually as a result of final year-end entries and accruals necessary per generally accepted accounting principles. There is not a net increase/decrease in total expenditures.

Time Frame

FY-2018-2019

Issue

The requested transfers of appropriations are needed to establish the proper budget at the category level and to assure compliance with the Budget Act of 1979.

Recommendations

Staff recommends approval.

Action Needed

Motion to approve Transfer of Appropriations request

Public Notification

Council agenda posting is required.

Fiscal Impact

Funding/Cost: \$1,527,218

Budgeted Item Y/N or N/A: Y

Account:

From: General Fund Reserves

\$546,711

To:	Transfers Sales Tax	001001 8804	\$505,045
To:	Transfers	001001 8805	\$41,666
From:	General Govt - Contract Services	001001 8361	
To:	General Govt-Office Supplies	001001 8201	\$4,433
From:	General-Cemetary	001015 8361	\$1,450
To:	General-Cemetary	001015 8101	\$1,450
From:	General-Rec Prog/Facilities-Contract	001064 8361	\$500
To:	General-Rec Prog/Facilities-Supplies	001064 8212	\$500
From:	General-Pelican Bay-Contract Serv	001065 8361	\$3,500
To:	General-Pelican Bay-Bldg Mat Supplies	001065 8216	\$3,500
From:	General-Rec Prog/Facilities-Contract	001064 8361	\$6,726
To:	Gen Fund-Tennis Center-Transf Adm Spt	001069 8811	\$3,664
To:	General Fund-Tennis Center-Transf Insur	001069 8816	\$3,060
To:	General Fund-Tennis Center-Elect	001069 8310	\$2
From:	General Fund Reserves		\$883
To:	GF Mobile Meals -Utilities	001944 8308	\$442
To:	GF UR Special Ministires-Utilities	001950 8308	\$441
From:	CDBG-Training	112040 8306	\$100
To:	CDBG-Regular Pay	112040 8101	\$100
From:	Asset Forfeiture-Fed-Radio/Comm Parts	115004 8223	\$1,750
To:	Misc Services & Charges	115004 8399	\$1,750
From:	Parks Tax-Utilities	116044 8308	\$9,250
To:	Parks Tax-Regular Pay	116044 8101	\$9,250
From:	Convention & Visitors-Advertising	130093 8305	\$6,700
To:	CVB-Transfers	130093 8805	\$6,700
From:	Electric-Distribution Construction	568032 8412	\$106,000
To:	Electric-Matericals & Supplies	562032 8299	106,000
From:	Water-CE Joint Use	563332 8336	\$505,000
To:	Water-Transfers Sales Tax	563332 8804	\$505,000
From:	Solid Waste-Residential-Disposal Fees	564340 8348	\$7,627
To:	Solid Waste-Recycling Reg. Pay	564342 8101	\$202
To:	Solid Waste-Roll off Reg. Pay	564343 8101	\$125

To:	Solid Waste-Administration Reg Pay	564344 8101	\$1,800
To:	Solid Waste-Administration-Tools	564344 8204	\$5,500
From:	Arcadia Lake-Reserves		\$25,844
To:	Arcadia Lake-Mach. & Equipment	567037 8413	\$25,844
From:	KB Golf-Pro Shop-Part Time Pay	570710 8106	\$6,000
From:	KB Golf-Pro Shop-Electricity	570710 8310	\$7,000
To:	KB Golf-Pro Shop-Merch Purchase Resale	570710 8237	\$13,000
From:	KB Golf-Carts/Driving Range-Rec Supplies	570720 8215	\$1,500
To:	KB Golf-Carts/Driving Range-Electricity	570720 8310	\$1,500
From:	KB Golf-Reserves		\$18,000
To:	KB Golf-Administration-Electricity	570750 8310	\$18,000
From:	City Link-Fuel & Lube	572941 8208	\$35,410
To:	City Link-Regular Pay	572941 8101	\$1,100
To:	City Link-Contract Services	572941 8361	\$32,000
To:	City Link-Transfers Veh Maintenance	572941 8819	\$2,310
From:	Liability/Tort-Judgments	611020 8383	\$1,000
To:	Liability/Tort Reg Pay	611020 8101	\$500
To:	Liability/Tort Transfers-Veh Maintenance	611020 8819	\$500
From:	Emp Group Insurance Fund-Wellness	650042 8387	\$200
To:	Emp Group Insurance Fund-Postage	650042 8203	\$200
From:	Vehicle Maintnenace Fund-Sublet Charge	651011 8328	\$112,600
To:	Vehicle Maintenance Fund-Fuel & Lube	651011 8208	\$62,500
To:	Vehicle Maintenance Fund-Mo Veh Parts	651011 8224	\$50,100
From:	City Manager-Dues & Subscriptions	652055 8324	\$2,700
To:	City Manager-Insurance Assessment	652055 8816	\$2,700
From:	City Manager-ACM Ops-Comp Supplies	652056 8249	\$3,000
From:	City Manager-ACM Ops-Training	652056 8306	\$2,000
From:	City Manager-ACM Ops-Travel	652056 8352	\$1,300
To:	City Manager-ACM Regular Pay	652056 8101	\$6,300
From:	Operations Cent Wareh-Transf Vmaint	652067 8819	\$4,100
To:	Operations Cent Warehouse-Reg Pay	652067 8101	\$4,100

From:	Central Comm-Maint/Rep Equip	652541 8313	\$7,700
To:	Central Comm-Reg Pay	652541 8101	\$7,700
From:	Accounting-Consulting & Prof Serv	652581 8319	\$1,000
To:	Accounting-Reg Pay	652581 8101	\$1,000
From:	Fleet-Misc. Materials	653022 8299	\$1,000
To:	Fleet-Regular Pay	653022 8101	\$1,000
From:	Fleet-Electric -Motor Vehicles	653032 8414	\$15,000
To:	Fleet-Electric-Contract Services	653032 8361	\$15,000
From:	Fleet-Fire-Motor Vehicles	653121 8414	\$2,000
To:	Fleet-Fire-Contract Services	653121 8361	\$2,000
From:	Fleet-Police-Motor Vehicles	653122 8414	\$26,500
To:	Fleet-Police-Misc Materials & Supp	653122 8299	\$26,500
From:	Field Services-Wtr Line Maint-Reg Pay	654331 8101	\$33,000
From:	Field Services-Wtr Line Maint-Contr Srv	654331 8361	\$22,000
To:	Field Services-Wtr Line Maint-Sys Mat	654331 8219	\$55,000
	Total		\$1,527,268

Attachments

No file(s) attached.

From:	General Fund Reserves		\$546,711
To:	Transfers Sales Tax	001001 8804	\$505,045
To:	Transfers	001001 8805	\$41,666
From:	General Govt - Contract Services	001001 8361	
To:	General Govt-Office Supplies	001001 8201✓	\$4,433
From:	General-Cemetery	001015 8361	\$1,450
To:	General-Cemetery	001015 8101	\$1,450
From:	General-Rec Prog/Facilities-Contract	001064 8361	\$500
To:	General-Rec Prog/Facilities-Supplies	001064 8212	\$500
From:	General-Pelican Bay-Contract Serv	001065 8361	\$3,500
To:	General-Pelican Bay-Bldg Mat Supplies	001065 8216	\$3,500
From:	General-Rec Prog/Facilities-Contract	001064 8361	\$6,726
To:	Gen Fund-Tennis Center-Transf Adm Spt	001069 8811	\$3,664
To:	General Fund-Tennis Center-Transf Insur	001069 8816	\$3,060
To:	General Fund-Tennis Center-Elect	001069 8310✓	\$2
From:	General Fund Reserves		\$883
To:	GF Mobile Meals -Utilities	001944 8308	\$442
To:	GF UR Special Ministires-Utilities	001950 8308	\$441
From:	CDBG-Training	112040 8306	\$100
To:	CDBG-Regular Pay	112040 8101	\$100
From:	Asset Forfeiture-Fed-Radio/Comm Parts	115004 8223	\$1,750
To:	Misc Services & Charges	115004 8399	\$1,750
From:	Parks Tax-Utilities	116044 8308	\$9,250
To:	Parks Tax-Regular Pay	116044 8101	\$9,250
From:	Convention & Visitors-Advertising	130093 8305	\$6,700
To:	CVB-Transfers	130093 8805	\$6,700
From:	Electric -Distribution Construction	² 568032 8412	\$106,000
To:	Electric-Materials & Supplies	562032 8299	106,000
From:	Water-CE Joint Use	563332 8336	\$505,000
To:	Water-Transfers Sales Tax	563332 8804	\$505,000
From:	Solid Waste-Residential-Disposal Fees	564340 8348	\$7,627

To:	Solid Waste-Recycling Reg. Pay	564342 8101	\$202
To:	Solid Waste-Roll off Reg. Pay	564343 8101	\$125
To:	Solid Waste-Administration Reg Pay	564344 8101	\$1,800
To:	Solid Waste-Administration-Tools	564344 8204/	\$5,500
From:	Arcadia Lake-Reserves		\$25,844
To:	Arcadia Lake-Mach. & Equipment	567037 8413	\$25,844
From:	KB Golf-Pro Shop-Part Time Pay	570710 8106	\$6,000
From:	KB Golf-Pro Shop-Electricity	570710 8310	\$7,000
To:	KB Golf-Pro Shop-Merch Purchase Resale	570710 8237	\$13,000
From:	KB Golf-Carts/Driving Range-Rec Supplies	570720 8215	\$1,500
To:	KB Golf-Carts/Driving Range-Electricity	570720 8310	\$1,500
From:	KB Golf-Reserves		\$18,000
To:	KB Golf-Administration-Electricity	570750 8310	\$18,000
From:	City Link-Fuel & Lube	572941 8208	\$35,410
To:	City Link-Regular Pay	572941 8101	\$1,100
To:	City Link-Contract Services	572941 8361	\$32,000
To:	City Link-Transfers Veh Maintenance	572941 8819	\$2,310
From:	Liability/Tort-Judgments	611020 8383	\$1,000
To:	Liability/Tort Reg Pay	611020 8101	\$500
To:	Liability/Tort Transfers-Veh Maintenance	611020 8819	\$500
From:	Emp Group Insurance Fund-Wellness	650042 8387	\$200
To:	Emp Group Insurance Fund-Postage	650042 8203	\$200
From:	Vehicle Maintnenace Fund-Sublet Charge	651011 8328	\$112,600
To:	Vehicle Maintenance Fund-Fuel & Lube	651011 8208	\$62,500
To:	Vehicle Maintenance Fund-Mo Veh Parts	651011 8224	\$50,100
From:	City Manager-Dues & Subscriptions	652055 8324	\$2,700
To:	City Manager-Insurance Assessment	652055 8816	\$2,700
From:	City Manager-ACM Ops-Comp Supplies	652056 8249	\$3,000
From:	City Manager-ACM Ops-Training	652056 8306	\$2,000
From:	City Manager-ACM Ops-Travel	652056 8352	\$1,300
To:	City Manager-ACM Regular Pay	652056 8101	\$6,300
From:	Operations Cent Wareh-Transf Vmaint	652067 8819	\$4,100
To:	Operations Cent Warehouse-Reg Pay	652067 8101	\$4,100
From:	Central Comm-Maint/Rep Equip	652541 8313	\$7,700
To:	Central Comm-Reg Pay	652541 8101	\$7,700

From:	Accounting-Consulting & Prof Serv	652581 8319	\$1,000
To:	Accounting-Reg Pay	652581 8101	\$1,000
From:	Fleet-Misc. Materials	653022 8299 /	\$1,000
To:	Fleet-Regular Pay	653022 8101	\$1,000
From:	Fleet-Electric -Motor Vehicles	653032 8414	\$15,000
To:	Fleet-Electric-Contract Services	653032 8361	\$15,000
From:	Fleet-Fire-Motor Vehicles	653121 8414	\$2,000
To:	Fleet-Fire-Contract Services	653121 8361	\$2,000
From:	Fleet-Police-Motor Vehicles	653122 8414	\$26,500
To:	Fleet-Police-Misc Materials & Supp	653122 8299 /	\$26,500
From:	Field Services-Wtr Line Maint-Reg Pay	654331 8101	\$33,000
From:	Field Services-Wtr Line Maint-Contr Srv	654331 8361	\$22,000
To:	Field Services-Wtr Line Maint-Sys Mat	654331 8219	\$55,000
	Total		\$1,527,268