

## Legislation Details (With Text)

**File #:** 18-027 **Name:**  
**Type:** Report **Status:** Consent Item Ready  
**File created:** 1/12/2018 **In control:** City Council  
**On agenda:** 1/22/2018 **Final action:**  
**Title:** Approval of budget transfers in the FY 2016-17 General Fund.  
**Sponsors:**  
**Indexes:**  
**Code sections:**  
**Attachments:**

Date	Ver.	Action By	Action	Result
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Presenter/Contact  
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**SUBJECT:**

Approval of budget transfers in the FY 2016-17 General Fund.

**BACKGROUND / RATIONALE:**

The current financial policies establish budget control at the expenditure category. For example, in the General Fund, even though a department may be under budget when looking at total expenditures (employee, operating and capital), if one expenditure category, such as operating expenditures has or is anticipated to exceed the allocation for that category, a budget transfer must be approved by City Council. As we begin the process of closing out the fiscal year, budget transfers are routinely necessary to maintain compliance with current financial policies, even though most of these transfers do not result in an increase to budgeted expenditures, rather a shifting of allocation to the appropriate category in which the expenditures have occurred or anticipated until all costs have been posted for the fiscal year.

**General Fund -**

Three departments require an amendment to their employee expenditures. All of which are minimal in costs and due entirely to a slight under-estimate to the adjustments and transfers approved at the last City Council meeting. Staff tries to estimate transfers as accurately as possible to avoid inflating departmental budgets at year end. Four departments require amendments to their operating budgets. City Council and HR are related to underestimating the September P-Card purchases. The Planning Department requires a transfer to operating expenditures as well, driven almost entirely by the comprehensive plan and third-party inspections. The Police Department requires an amendment due to higher than anticipated automotive maintenance and repair expenditures as well as several unbudgeted initiatives that occurred this fiscal year. The following transfers are recommended for City Council consideration

***From:***

City Council - Employee Expenditures: **\$1,033**  
City Attorney - Operating Expenditures: **\$105**  
Human Resources - Employee Expenditures: **\$2,093**  
Finance - Operating Expenditures: **\$64**  
Planning - Employee Expenditures: **\$35,083**  
Police - Employee Expenditures: **\$21,574**  
Fire - Operating Expenditures: **\$12,287**  
**Total \$72,239**

***To:***

City Council - Operating Expenditures: **\$1,033**  
City Attorney - Employee Expenditures: **\$105**  
Human Resources - Operating Expenditures: **\$2,093**  
Finance - Employee Expenditures: **\$64**  
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**Total \$72,239**

**ADDRESSES A NEED/ISSUE IN A CITY PLAN OR COUNCIL PRIORITY:**

<input checked="" type="checkbox"/>	Yes	<b>Strategic Priorities 9:</b>	Maintain fiscal stability of City operations.
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**FISCAL IMPACT:**

These transfers do not increase the current budget for expenditures in the General Fund. There is no impact to fund balance. This action transfers allocation to the categories in which expenditures have occurred or are anticipated to occur before we close out the fiscal year in accordance with current financial policies.

**COMMITTEE RECOMMENDATION:**

N/A

**STAFF RECOMMENDATION:**

Staff recommends approval of budget transfers in the FY 2016-17 General Fund.