

Agenda Report

TO: CITY COUNCIL **DATE:** December 8, 2003
THROUGH: Finance Committee

FROM: CITY MANAGER

SUBJECT: Fiscal Year 2004 Operating Budget Amendments

RECOMMENDATION:

It is recommended that the City Council approve a journal voucher implementing certain amendments to the fiscal year 2004 Operating Budget as detailed in the Background Section of this report.

BACKGROUND:

On June 30, 2003 the City Council adopted the Operating Budget for fiscal year 2004. Subsequent to the adoption of the budget, as is often the case, several modifications/re-appropriations were identified requiring amendments to the adopted budget. The amendments recommended in this report are intended to correct items that were omitted from the adopted budget, make modifications to the budget, and re-appropriate funds that were approved in fiscal year 2003 for purchases but were not spent or encumbered by June 30th. In all but one case, identified below, the proposed amendments have no impact on the City's General Fund.

1. Reappropriate \$50,000 in unappropriated Sewer Fund balance to account 205-8114-764320. In FY 2003, the Integrated Waste Management Division received approval to purchase a new sewer TV van for the Tri Cities Joint Use program in the amount of \$50,000. The City of Glendale is the lead agency responsible for the purchase. Glendale was not able to procure the vehicle in FY 03, consequently the funds budgeted for this purpose were returned to unappropriated fund balance at the end of fiscal 03. Glendale has indicated that it will make the purchase this current year; therefore, staff is requesting approval of the reappropriation. Once purchased the van will be jointly utilized by the cities of Glendale, Pasadena and Burbank.

2. Increase anticipated revenue in the Refuse Fund. On April 21, 2003 the City Council added refuse rates for residential and commercial service to the General Fee schedule. As part of this action, the rates were increased by 3.55%, consistent with the change in other General Fee items which are tied to the increase in the Consumer Price Index. Although the increase was made prior to the adoption of the Operating Budget, the revised revenue figures were not incorporated into the budget prior to its adoption in June. The proposed action will increase anticipated revenues for Refuse Collection Fees (account 7136) from \$6,539,477 to \$6,656,864 and Bin Collection Services (account 7139) from \$1,108,407 to \$1,117,490.
3. Increase the budgeted transfer from the Air Quality Improvement Fund (216) to the Parking Operations Fund (102) by \$25,400, and decrease the transfer to the Proposition C Local Transit Fund (209) by a like amount. The fiscal year 2004 operating budget includes a \$48,804 transfer from the Air Quality Improvement Fund to the Prop C Fund and \$111,196 transfer to the Parking Operations Fund. However, the actual amounts should be \$23,404 and \$136,596 respectively. This correction will decrease the transfer to Prop C and increase the transfer to the Parking Operations Fund, but will not change overall appropriations.
4. Reappropriate \$24,450 in unappropriated Refuse Fund balance to account 8101-406-764140. This request is to reappropriate unspent Hazardous Waste grant funds that were appropriated in fiscal year 2003 but unspent. If approved, these funds will be used to purchase 30 automated curbside recycling containers.
5. Recognize \$70,942 in miscellaneous revenue in the PCDC-Downtown Project Fund from the developer of the property located at 180 North San Gabriel Boulevard. The existing Grant Deed required a payment of \$1.00 for each square foot of use converted from Light Manufacturing. The developer is converting 70,942 square feet to "Food Depot", a warehouse grocery to the trade only, and an allowed use pursuant to the Redevelopment Plan and Zoning Code.

FISCAL IMPACT:

The proposed recommendations will change fiscal year 2004 appropriations as follows:

- Increase appropriations in the Sewer Fund by \$50,000.
- Increase budgeted revenues in the Refuse Fund by \$126,470 (\$117,387 in Refuse Collection Fees and \$9,083 in Bin Collection Services).
- Increase appropriations in the Refuse Fund by \$24,450.
- Increase revenues in the Parking Operations Fund by \$25,400.
- Decrease revenues in the Proposition C Local Transit Fund by \$25,400.
- Increase budgeted revenues in the PCDC-Downtown Project Fund by \$70,942.

Respectfully submitted,

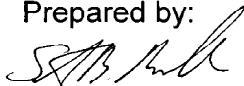

Cynthia J. Kurtz
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Approved by:



Jay M. Goldstone
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Prepared by:



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