

Agenda Report

TO: City Council **DATE:** May 15, 2000
THROUGH: Finance Committee
FROM: City Manager
SUBJECT: Fiscal Year 2000 Administrative Budget Amendments

RECOMMENDATION

It is recommended that the City Council approve journal vouchers implementing certain administrative amendments to the fiscal year 2000 Operating Budgets as detailed in the Attachment A of this report.

BACKGROUND

On April 24, 2000, staff presented to the Finance Committee the Fiscal Year 2000 3rd Quarter Monitor Report. During the presentation two departments were identified as requiring additional General Fund appropriations to meet on-going needs.

The following outlines the justification for journal voucher actions that are being recommended:

1. Fire Department Personnel Adjustments:

It is anticipated that the Fire Department will exceed their fiscal year 2000 operating budget in the personnel category by \$291,000. At the Finance Committee meeting, it was estimated to be \$500,000, but using the most recent data available, this number has been reduced to a more precise estimate of \$291,000. The additional appropriation is needed for position coverage and holiday pay. Position coverage has exceeded the budget partly because of the number of workers' compensation cases that exist in the Fire Department. In addition, holiday pay was not sufficiently increased when salary increases occurred in October 1999.

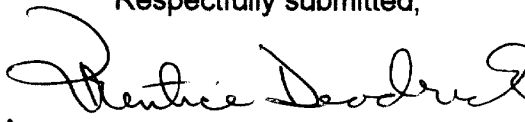
2. **Department of Finance –Technology costs:**

It is anticipated that the Department of Finance will exceed their budget for various technology costs by \$64,000. For fiscal year 2000 a revised methodology was used to allocate information technology services costs. An oversight occurred in the Department of Finance's budget when no funding was appropriated for application development services. In prior years, funding was allocated for this service which allows for special system reports to be produced from the payroll and budget systems. These reports are critical during union negotiations and the budget process.

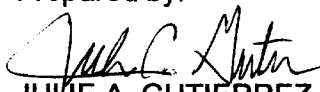
FISCAL IMPACT

Approval of the above budget adjustments will decrease the unappropriated General Fund balance by \$355,000 and increase citywide appropriations in the same amount. Sufficient funds are available in the fund balance.


Respectfully submitted,



for CYNTHIA J. KURTZ
City Manager

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Approved by:


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Director of Finance


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