

SL COUNTY BUDGET REQUEST / ADJUSTMENT FORM

Executive Summary

Reference No: 363000YE01
 Requesting Organization: 36300000 PARKS
 Budget Adjust Type(s): New Revenue or Expense

For Fiscal Year: 2018
 Date of Request: 11-Oct-18
 Ongoing (Y or N): Y
 If Yes, next year's CF impact: \$0
 Net FTE Change: 0.00

Description and Justification:

Parks Center Maintenance: Parks completes facility maintenance work for each recreation center within Recreation. Historically, the work order costs were charged to the Parks budget and then billed to Recreation's budget to offset the work order expense. Effective January 1, 2018, Parks & Recreation began to record the facilities maintenance work orders as a revenue rather than as a negative expense to Park's budget. To align the budget with this accounting best practice, Parks requests an adjustment to its revenue and expense budget to recognize both the revenue and expense. No new county funding is requested.

Fund Impact

SUMMARY OF FUND IMPACT BY FUND

FUND:	110 GENERAL FUND
Fund Impact (Budgetary)	\$0
Fund Impact (Transfers)	\$0
TOTAL FUND IMPACT	\$0

SUMMARY OF CNTY FUNDING IMPACT BY DEPT

DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
3630000100 PLUMBING	45,957	45,957	0	0
3630000300 PAINTING	17,578	17,578	0	0
3630000400 ELECTRICAL	36,809	36,809	0	0
3630000500 CARPENTRY	11,059	11,059	0	0
3630000600 BUILDING MAINTENANCE	102,739	102,739	0	0
3630000700 PLAYGROUND MAINTENANCE	3,120	3,120	0	0
3630000900 POOL MAINTENANCE	45,742	45,742	0	0
3630001000 PARK CONSTRUCTION	11,996	11,996	0	0
TOTALS	275,000	275,000	0	0

Approvals

Division Director:

Date:

10/12/18

Dept. or Elected Fiscal Mgr:

Date:

10.12.18

Dept. Dir. or Elected Official:

Date:

10.16.18

Facilities Division Director:
(Capital Projects Only)

Date:

Chief Financial Officer:

Date:

10-16-18

Mayor or Designee:

Date:

10/17/18

Council Action:

Date:

Approve

Budget Adjustment Detail	
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Budget Year: 2018 * Requesting Department: 36300000 PARKS

Budget Period: Post June Year-End * Req Item No: 363000YE01 * Adjustment Title: Parks Center Maintenance

Adjustment Type(s): New Revenue or Expense

Expense Budget String(s):

FUND	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
110	3630000100	607015	PK130		45,957
110	3630000300	607015	PK130		17,578
110	3630000400	607015	PK130		36,809
110	3630000500	607015	PK130		11,059
110	3630000600	607015	PK130		102,739
110	3630000700	607015	PK130		3,120
110	3630000900	629025	PK130		45,742
110	3630001000	607015	PK130		11,996

TOTAL EXPENDITURES Page 1:		\$275,000
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TOTAL EXPENDITURES ALL PAGES:	\$275,000
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Revenue Budget String(s):

FUND	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
110	3630000100	433040	PK130		45,957
110	3630000300	433040	PK130		17,578
110	3630000400	433040	PK130		36,809
110	3630000500	433040	PK130		11,059
110	3630000600	433040	PK130		102,739
110	3630000700	433040	PK130		3,120
110	3630000900	433040	PK130		45,742
110	3630001000	433040	PK130		11,996

TOTAL REVENUES Page 1:	\$275,000
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TOTAL REVENUES ALL PAGES:	\$275,000
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Balance Sheet/Fund Unrestriction String(s): ☐ Bal sheet strings only required for Proprietary Fund adjustments or fund unrestrictedions; check if applicable.

FUND	SUB-DEPT ID	BAL. SHEET ACCOUNT	AMOUNT
		BAL SHT or 499999	
		BAL SHT or 499999	
		BAL SHT or 499999	

TOTAL BALANCE SHEET CHANGE:	\$0
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* Ongoing (Y or N):	Y
If Yes, next year's CF impact:	\$0

No. of New FTEs:	0.00	(2)
No. of New Time Limited FTEs:	0.00	(2)
No. of Transferred FTEs:	0.00	(2)
No. of Abolished FTEs:	0.00	(2)

Fund Balance Transfers:

From Fund	From Dept ID	To Fund	To Dept ID	Amount

Description and justification: (Attach additional pages as needed.)*

Parks completes facility maintenance work for each recreation center within Recreation. Historically, the work order costs were charged to the Parks budget and then billed to Recreation's budget to offset the work order expense. Effective January 1, 2018, Parks & Recreation began to record the facilities maintenance work orders as a revenue rather than as a negative expense to Park's budget. To align the budget with this accounting best practice, Parks requests an adjustment to its revenue and expense budget to recognize both the revenue and expense. No new county funding is requested.

(1) If the request is for a grant, include the dates the grant will expire and what obligations are required of the County after the grant expires.