

15.2

REQUEST FOR BUDGET ADJUSTMENT

Executive Summary	
Reference No: 912000YE06 Requesting Organization: 91200000 COUNTY JAIL Budget Adjust Type(s): Appropriation Unit Shift	For Fiscal Year: 2017 Date of Request: 8-Nov-17 One Time Change (Y or N): Y If No, next year's impact: \$0 Net FTE Change: 0.00
Description and Justification: Appropriation unit shift Capital to Ops: Request is to shift \$120K budgeted for Oxbow building repairs from Capital appropriation unit to the Operations appropriation unit as the work being completed does not meet the Capital Asset threshold of a single project over \$100K.	

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
TOTALS	0	0	0	0

Approvals

Division Director:	Date: _____
Dept. or Elected Fiscal Mgr: 	Date: <u>11-8-17</u>
Dept. Dir. or Elected Official: 	Date: <u>11-8-17</u>
Facilities Division Director: (Capital Projects Only)	Date: _____
Chief Financial Officer: 	Date: <u>11-8-17</u>
 Approve	Date: <u>11-8-17</u>
Mayor or Designee:	Date: _____
 Approve	Date: _____
Council Action:	Date: _____

Budget Adjustment Detail	
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Budget Year: 2017 * Requesting Department: 91200000 COUNTY JAIL

Budget Period: Post June Year-End * **Req Item No:** 912000YE00 * **Adjustment Title:** Appropriation unit shift Capital to Ops

Adjustment Type(s):	Appropriation Unit Shift			
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Expense Budget String(s):

[illegible]

TOTAL EXPENDITURE CHANGE:		\$0
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Revenue Budget String(s):[illegible]

TOTAL REVENUE CHANGE:		\$0
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Balance Sheet/Fund Unrestriction String(s):

☐ Bal sheet strings only required for Proprietary Fund adjustments or fund unrestrictions; 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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* One Time Change (Y or N): Y
If No, next year's impact: _____

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 Other FTEs:	0.00	(2)

Fund Balance Transfers:

[illegible]

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

Request is to shift \$120K budgeted for Oxbow building repairs from Capital appropriation unit to the Operations appropriation unit as the work being completed does not meet the Capital Asset threshold of a single project over \$100K.

(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

15.3

REQUEST FOR BUDGET ADJUSTMENT

Executive Summary

Reference No: 635000YE02 For Fiscal Year: 2017
 Requesting Organization: 63500000 TELECOMMUNICATION Date of Request: 7-Nov-17
 Budget Adjust Type(s): New Request One Time Change (Y or N): Y
 If No, next year's impact: \$0
 Net FTE Change: 0.00

Description and Justification:

Assessors Office Phone Replacement: The Assessors Office needs to upgrade 110 VoIP phones to 1Gb in order to run the Harris Tax software efficiently. 110 phones @ \$278...do not need additional licenses.

Fund Impact

SUMMARY OF FUND IMPACT BY FUND

FUND:	650 FACILITIES SERVICES FUND
Fund Impact (Budgetary)	(\$31,000)
Fund Impact (Transfers)	\$0
TOTAL FUND IMPACT	(\$31,000)

SUMMARY OF CNTY FUNDING IMPACT BY DEPT

DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
6350000100 TELECOMM ADMIN	0	31,000	0	31,000
TOTALS	0	31,000	0	31,000

Approvals

Division Director:

Date: 11/7/17

Dept. or Elected Fiscal Mgr:

Date: 11/8/17

Dept. Dir. or Elected Official:

Date: 11/8/17

Facilities Division Director:
(Capital Projects Only)

Date:

Chief Financial Officer:

Date: 11-8-17

Mayor or Designee:

Date: 11-9-17

Council Action:

Date:

Approve

Budget Adjustment Detail

Budget Year: 2017 *** Requesting Department:** 63500000 TELECOMMUNICATIONS
Budget Period: Post June Year-End *** Req Item No:** 635000YE02 *** Adjustment Title:** Assessors Office Phone Replacement
Adjustment Type(s): New Request

Expense Budget String(s):

FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
650	060	6350000100	621020 TELEPHONE			31,000
TOTAL EXPENDITURE CHANGE:						\$31,000

Revenue Budget String(s):

FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
TOTAL REVENUE CHANGE:						\$0

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

* One Time Change (Y or N): Y
 If No, next year's Impact:

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 Other 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.)*

The Assessors Office needs to upgrade 110 VoIP phones to 1Gb in order to run the Harris Tax software efficiently. 110 phones @ \$278...do not need additional licenses.

(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.

REQUEST FOR BUDGET ADJUSTMENT

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Executive Summary

Reference No: 450000YE08 Requesting Organization: 45000000 TOWNSHIP ENGINEER Budget Adjust Type(s): Existing Capital Project	For Fiscal Year: 2017 Date of Request: 9-Nov-17 One Time Change (Y or N): Y If No, next year's impact: \$0 Net FTE Change: 0.00
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Description and Justification:

Stormwater Utility Fee: Redirect funds from the currently approved 3500 South Toolsen Detention Pond removal project in 2017, which needs to be done at a later date, but is not ready at this point. The funds would be used to fund a required Storm Water Utility Fee Study. The Study would detail Storm Water Utility Fee feasibility and related revenue, which would possibly provide the funding necessary to adequately address the concerns of not only the Toolsen Detention Pond but also many other Storm Water related issues.

Fund Impact

SUMMARY OF FUND IMPACT BY FUND

FUND:	735 PUBLIC WORKS 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
TOTALS	0	0	0	0

Approvals

Division Director: _____

Date: _____

Dept. or Elected Fiscal Mgr: _____

Date: 11-9-17

Dept. Dir. or Elected Official: _____

Date: 98 Nov 2017

Facilities Division Director: _____
(Capital Projects Only)

Date: _____

Chief Financial Officer: _____

Date: _____

Approve

Mayor or Designee: _____

Date: _____

Approve

Council Action: _____

Date: _____

Approve

Budget Adjustment Detail	
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* Requesting Department: 45000000 TOWNSHIP ENGINEERING SERVICES

Budget Period: Post June Year-End * **Req Item No:** 450000YE08 * **Adjustment Title:** Stormwater Utility Fee

Adjustment Type(s): Existing Capital Project

Expense Budget String(s):

[illegible]

TOTAL EXPENDITURE CHANGE:		\$0
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Revenue Budget String(s):[illegible]

TOTAL REVENUE CHANGE:		\$0
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Balance Sheet/Fund Unrestriction String(s): ☐ Bal sheet strings only required for Proprietary Fund adjustments or fund unrestricted; 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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* One Time Change (Y or N): Y
If No, next year's impact: _____

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 Other 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.)*

Redirect funds from the currently approved 3500 South Toolsen Detention Pond removal project in 2017, which needs to be done at a later date, but is not ready at this point. The funds would be used to fund a required Storm Water Utility Fee Study. The Study would detail Storm Water Utility Fee feasibility and related revenue, which would possibly provide the funding necessary to adequately address the concerns of not only the Toolsen Detention Pond but also many other Storm Water related issues.

(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.