

City of Piedmont
COUNCIL AGENDA REPORT

DATE: March 19, 2018
TO: Mayor and Council
FROM: Paul Benoit, City Administrator
SUBJECT: Approve the FY 2016-17 Year End Appropriations and Carryforwards

RECOMMENDATION

Approval of the year-end General Fund carryforwards and Other Fund's appropriations as detailed in this report.

BACKGROUND

The City Council adopted the FY 2016-17 Budget on June 20, 2016. Total General Fund revenue was budgeted at \$25.0 million. Actual revenue for the fiscal year was \$27.8 million, \$2.8 million higher than budget. Total General Fund expenditures were budgeted at \$22.7 million. Actual expenditures for the fiscal year were \$22.3 million, \$0.4 million lower than budget, resulting in net income in the General Fund of approximately \$3.2 million. This level of net income is welcome news and positions the City to address long standing needs such as facility maintenance and significant pension liabilities.

All operating department expenditures were lower than budget, with the exception of the recreation department. Recreation department expenditures exceeded budget by \$26,170, primarily due to higher contract service costs to operate recreational programs. This overage is justified as Recreational Program revenue exceeded budget by \$172,875.

Carryforwards:

Carryforwards are typically requested for items that were budgeted and expected to be completed within the same fiscal year, but were either only partially completed in the year or delayed to the next year. I am requesting to carryforward \$124,898 in the General Fund operating budget from FY 2016-17 to FY 2017-18 as summarized below.

- Police Department
 - Account Name: Contract Other
Account Number: 101-0408-054-005

\$25,000 for the completion of the East Bay Regional Communication System Authority (EBRCSA) radio project.

- Account Name: IT Software
Account Number: 101-0408-060-002
\$20,000 for the completion of the New World Systems/Tyler CAD upgrade project.

- Recreation Related
 - Department: Recreation
 - Account Name: Supplies
Account Number: 101-0404-051-001
Amount: \$3,359

 - Account Name: Second Floor Furniture
Account Number: 101-0404-081-009
Amount: \$3,000

 - Department: Community Hall
 - Account Name: Supplies
Account Number: 101-0405-051-001
Amount: \$1,000

 - Account Name: Tables and Chairs
Account Number: 101-0405-081-054
Amount: \$3,000

 - Department: Veteran's Hall
 - Account Name: Supplies
Account Number: 101-0406-051-001
Amount: \$1,500

 - Account Name: Tables and Chairs
Account Number: 101-0406-081-014
Amount: \$4,000

Total of \$15,859 for an order of assorted tables, chairs, carts, and supplies that was included in the FY 2016-17 budget but not received and paid until FY 2017-18.

Other Funds Appropriations:

In FY 2016-17, actual expenditures in the Capital Improvement Project and Sewer Funds were under budget. In addition, the Measure BB Fund had unexpended appropriations as of June 30,

2017. We recommend the unused appropriations be carried forward and appropriated in FY 2017-18 as follows:

- **Capital Improvement Fund - #127**

The fund had unexpended appropriations of \$283,000 at the end of FY 2016-17 as the Linda Avenue Crosswalk project was not completed. We request to carryforward and increase FY 2017-18 appropriations by \$283,000 in the Linda Avenue Crosswalk Account #127-0432-041-001.

- **Sewer Fund - #124**

The following accounts were below budget in FY 2016-17. We request to carryforward and increase appropriations by such amounts to FY 2017-18 to Account #124-0429-040-000 Phase Five Sewer Rehab.

Account #				Description	Amount
124	0429	005	000	General Sewer Projects	\$ 162,521
124	0429	035	000	Sewer Replacement	\$ 73,746
124	0429	021	000	Professional Services	\$ 78,734
					<u>\$315,000</u>

- **Measure BB Fund - #136**

The fund had unexpended appropriations of \$215,904 at the end of FY 2016-17. We request to carryforward and increase FY 2017-18 appropriations by \$100,000 to be used for Street Resurfacing, Account # 136-0439-003-000

By: Michael Szczech, Finance Director