

CITY COUNCIL AGENDA ITEM
CITY OF SHORELINE, WASHINGTON

AGENDA TITLE:	Adoption of Ordinance No. 618, Amending the 2011 Budget for Operating and Internal Service Funds		
DEPARTMENT:	Finance		
PRESENTED BY:	Debbie Tarry, Assistant City Manager		
ACTION:	<input checked="" type="checkbox"/> Ordinance	<input type="checkbox"/> Resolution	<input type="checkbox"/> Motion
	<input type="checkbox"/> Discussion	<input type="checkbox"/> Public Hearing	

PROBLEM/ISSUE STATEMENT:

During the course of the year, the City received grants and other revenues that should be included in the 2011 budget along with the corresponding expenditures. These new revenue sources were not anticipated when the 2011 budget was developed and adopted by Council. In addition to the adjustments for grants and other unanticipated revenues, there are other operating programs that need to be adjusted for unanticipated expenditures.

FINANCIAL IMPACT:

The following programs will be impacted by this amendment:

General Fund - \$761,023

- Police - Traffic Enforcement - \$13,081
- Court - \$625,000
- Public Works - Environmental Services - \$65,349
- Community Services Emergency Management Planning - \$57,593

Street Fund - \$91,000



- Traffic Services - \$91,000

Unemployment Fund - \$10,000

- Unemployment Fund Operations - \$10,000

RECOMMENDATION

Staff recommends that Council approve Ordinance No. 618, amending the 2011 budget.

Approved By: City Manager  City Attorney 

INTRODUCTION

During the course of the year, the City received grants and other revenues that should be included in the 2011 appropriations along with their corresponding expenditures. These new revenue sources were not anticipated when the 2011 budget was developed and adopted by Council. Other operating programs need to be amended for unanticipated expenditures. In addition, staff is making a technical correction in the Surface Water Utility Fund.

BACKGROUND

Budget Amendment Detail

General Fund

Revenues: General Fund revenues will be increased by \$761,023. This includes a Byrne Memorial grant from the U. S. Department of Justice for \$13,081; an Emergency Management Performance (EMP) grant from the U. S. Department of Homeland Security totaling \$57,593; a Coordinated Prevention grant (CPG) from the Washington State Department of Ecology totaling \$28,527; and a \$36,822 Energy Efficiency and Conservation Block Grant (EECBG). Gross revenues totaling \$625,000 from the District Court will be added to the budget. In the past only the net revenues (revenues less court costs) were included in the budget.

Police – Traffic Enforcement: The 2011 appropriation for this program will be increased by \$13,081. The Byrne Memorial grant will be used to fund the purchase of a portable breath tester, radar units and sector units for enforcement activities.

Court: The 2011 appropriation for this program will be increased by \$625,000 to create a budget for the full cost of court services provided by the King County District Court. In the past expenditures were only recorded for the amount exceeding the total revenues collected. The contract between the City and the County provides that the County retains 100% of revenue collected to offset the cost of court services. At the end of each year, the County bills the City for the amount of costs that exceeded total revenues. During the 2011 annual audit the State Auditor requested that the City begin reporting the gross revenue and cost, as opposed to the net that we have reported for a number of years, to comply with generally accepted accounted principles.

Public Works – Environmental Services: The 2011 appropriation will be increased by \$65,349 to use CPG and EECBG funds to purchase solar compactors.

Community Services – Emergency Management Planning: The 2011 appropriation will be increased by \$57,593 to use the EMPG to update the Comprehensive Emergency Management Plan (\$18,500); to do public education planning and implementation (\$18,500); to fund required overtime for police and fire during the annual full-scale emergency exercise that occurred on October 6, 2011 (\$13,000); to purchase dash mounted video cameras to be used for damage assessments (\$5,093); and for program management training on federal mandates (\$2,500).

The net impact to the General Fund 2011 expenditure appropriation is an increase of \$761,023. The increase in expenditures is fully offset by the increase in revenues.

Street Fund

Revenues: Street Fund revenues will be increased by a reimbursement from King County totaling \$91,000.

Traffic Services: The 2011 appropriation will be increased by \$91,000 for the purchase of a fiber communications system and cabinet upgrades on Aurora Avenue between 165th and 205th to improve the traffic management system to allow better traffic flow from Seattle through Shoreline.

Unemployment Fund

Revenues: The use of fund balance will be increased by \$10,000.

Unemployment Operations: The 2011 appropriation will be increased by \$10,000 to cover unanticipated unemployment claims.

SUMMARY

The following table summarizes the budget amendments to each fund and the resulting 2011 appropriations for each of the affected funds.

Fund	Current Budget	Budget Amendment Request	Amended Budget
General Fund	\$33,169,072	\$761,023	\$33,930,095
Street Fund	\$2,552,749	\$91,000	\$2,643,749
Code Abatement Fund	\$100,000	\$0	\$100,000
State Drug Forfeiture Fund	\$12,000	\$0	\$12,000
Federal Drug Forfeiture Fund	\$18,000	\$0	\$18,000
Public Arts Fund	\$99,416	\$0	\$99,416
Revenue Stabilization Fund	\$605,000	\$0	\$605,000
Federal Treasury Forfeitures Fund	\$25,000		\$25,000
Unltd Tax GO Bond 2006	\$1,695,050	\$0	\$1,695,050
Limited Tax GO Bond 2009	\$1,662,267	\$0	\$1,662,267
General Capital Fund	\$4,292,849	\$0	\$4,292,849
City Facility-Major Maint. Fund	\$276,303	\$0	\$276,303
Roads Capital Fund	\$34,462,831	\$0	\$34,462,831
Surface Water Utility Fund	\$5,450,147	\$0	\$5,450,147
Vehicle Operations/Maintenance Fund	\$191,563	\$0	\$191,563
Equipment Replacement Fund	\$134,199	\$0	\$134,199
Unemployment Fund	\$15,000	\$10,000	\$25,000
Total	\$84,761,446	\$862,023	\$85,623,469

RECOMMENDATION

Staff recommends that Council approve Ordinance No. 618, amending the 2011 budget.

ATTACHMENTS

Attachment A: Ordinance 618, Amending the 2011 Budget
Exhibit 1: Amendment Detail

ORDINANCE NO. 618

**AN ORDINANCE OF THE CITY OF SHORELINE, WASHINGTON,
AMENDING THE 2011 BUDGET FOR OPERATING AND INTERNAL
SERVICE FUNDS**

WHEREAS, the 2011 Budget was adopted in Ordinance 585 and amended by Ordinances No. 600, 603 and 610; and

WHEREAS, the City received grants and other revenues that should be included in the 2011 appropriations along with their corresponding expenditures; and

WHEREAS, these new revenue sources were not anticipated when the 2011 budget was developed and adopted by Council; and

WHEREAS, certain operating programs need to be amended for unanticipated expenditures; and

WHEREAS, the City of Shoreline is required by RCW 35A.33.00.075 to include all revenues and expenditures for each fund in the adopted budget; now therefore

THE CITY COUNCIL OF THE CITY OF SHORELINE, WASHINGTON, DO ORDAIN AS FOLLOWS:

Section 1. Amendment. The City hereby increases the 2011 Budget General Fund, Street Fund, and Unemployment Fund as follows:

General Fund	\$33,169,072	<u>\$33,930,095</u>
Street Fund	\$2,552,749	<u>\$2,643,749</u>
Code Abatement Fund	\$100,000	
State Drug Enforcement Forfeiture Fund	\$12,000	
Federal Drug Enforcement Forfeiture Fund	\$18,000	
Public Arts Fund	\$99,416	
Revenue Stabilization Fund	\$605,000	
Federal Treasury Forfeitures Fund	\$25,000	
General Capital Fund	\$4,292,849	
City Facility-Major Maintenance Fund	\$276,303	
Roads Capital Fund	\$34,462,831	
Surface Water Utility Fund	\$5,450,147	
Vehicle Operations/Maintenance Fund	\$191,563	
Equipment Replacement Fund	\$134,199	
Unemployment Fund	\$15,000	<u>\$25,000</u>
Unlimited Tax GO Bond 2006	\$1,695,050	
Limited Tax GO Bond 2009	<u>\$1,662,267</u>	
Total Funds	<u>\$84,761,446</u>	<u>\$85,623,469</u>

Section 2. Effective Date. A summary of this ordinance consisting of its title shall be published in the official newspaper of the City. The ordinance shall take effect and be in full force five days after passage and publication.

ADOPTED BY THE CITY COUNCIL ON October 24, 2011.

Keith A. McGlashan, Mayor

ATTEST:

APPROVED AS TO FORM:

Scott Passey
City Clerk

Ian Sievers
City Attorney

Date of Publication: , 2011
Effective Date: , 2011

October 24, 2011 Budget Amendment Detail

Item	Fund	Orgkey	Object	Amount	Revenue Source	Revenue Object	Amount	Fund Balance 3080000	Total Resources	Explanation - Attachment A, Exhibit 1
General Fund	001									
Police-Traffic Enforcement		2005036	5350000	\$ 13,081	U.S. Dept of Justice Byrne Memorial Grant	3311672	\$ 13,081	\$	13,081	Use awarded grant funds to purchase portable breath tester, radar, and sector units
District Court		2104028	5510000	\$ 625,000	Traffic Infraction Refund	3531000	\$ 625,000	\$	625,000	Recording the entire cost of the program and revenues received instead of the net revenues received only
Public Works - Environmental Services		2708092	5350000	\$ 65,349	Coordinated Prevention Grant	3340311	\$ 28,527	\$ -	\$ 28,527	Purchase solar compactors
					Energy Efficiency and Conservation Block Grant	3391811	\$ 36,822	\$	36,822	Purchase solar compactors
Community Services-Emergency Management Planning		2005062	5410000	\$ 18,500	Emergency Management Performance Grant	3319701	\$ 18,500	\$ -	\$ 18,500	Update of Comprehensive Management Plan
		OP251219	9041							
		2005062	5410000	\$ 18,500	Emergency Management Performance Grant	3319701	\$ 18,500	\$ -	\$ 18,500	Public Education Planning and Implementation
		OP251219	9041							
		2005062	5510000	\$ 13,000	Emergency Management Performance Grant	3319701	\$ 13,000	\$ -	\$ 13,000	Overtime for October 6, 2011 drill
		OP251219	9041							
		2005062	5350000	\$ 5,093	Emergency Management Performance Grant	3319701	\$ 5,093	\$ -	\$ 5,093	Dash Mounted Video Camera for damage assessment
		OP251219	9044							
		2005062	5494000	\$ 2,500	Emergency Management Performance Grant	3319701	\$ 2,500	\$ -	\$ 2,500	Program Management Training on Federal mandates
		OP251219	9045							
Total Emergency Management Planning				\$ 57,593			\$ 57,593	\$ -	\$ 57,593	
Total General Fund				\$ 761,023			\$ 761,023	\$ -	\$ 761,023	
Street Fund										
Traffic Services	101	2709168	5510000	\$ 91,000		3378000	\$ 91,000	\$ -	\$ 91,000	Fiber Communications System and Cabinet upgrades on Aurora 145th to 205th
Total Street Fund				\$ 91,000			\$ 91,000	\$ -	\$ 91,000	
Unemployment Fund										
Unemployment Fund Admin. Key	505	5050000	3080000				\$ -	\$ 10,000	\$ 10,000	Claims for Extra Help are higher than anticipated
Unemployment Fund Operations	505	1608115	5510000	\$ 10,000						
Total Equipment Replacement Fund				\$ 10,000			\$ -	\$ 10,000	\$ 10,000	
Total Amendments				\$ 862,023			\$ 852,023	\$ 10,000	\$ 862,023	