

Memo

TO: Jonathan Teichert, City Administrator

FROM: Mary Nicol, Administrative Services Director/Treasurer

DATE: June 21, 2019

RE: Budget Amendments – Fiscal Year 2019

Following is a summary of the proposed budget amendments for FY 2019. The amendments serve to true up actual expenditures for unanticipated expenditures and timing of capital project funding.

General Fund budgeted expenses decreased overall by \$10,665 as summarized below:

- Non Departmental expenses decreased by \$10,785 for insurance; miscellaneous contractual service and operating supply expenses not incurred and increased for publishing, miscellaneous contractual services and refund & reimbursement expenses incurred.
- City Council decreased by \$9,852 for training & development expenses not incurred.
- Municipal Court expenses increased by \$5,000 for additional court surcharge expenses incurred following collection of fee with fine payment.
- Public Works Administration increased by \$700 for additional repairs & maintenance expenses incurred.
- Public Works Parks increased by \$635 for additional overtime and training & development expenses incurred and decreased for meals, lodging & travel expenses not incurred.
- Public Works Swim Pool increased by \$637 for additional utility services – water, sewer & garbage expenses incurred and decreased for salaries & wages; social security; dues, memberships & subscriptions; training & development and utility services – natural gas expenses not incurred.

Police Special Projects Fund budgeted income increased by \$199,951 and budgeted expense increased by \$199,951 for the School Violence Prevention Grant awarded during fiscal year 2019.

Water Fund budgeted expenses decreased overall by \$452,277 as summarized below:

- Water Administration increased \$13,150 for additional miscellaneous contractual and refunds & reimbursement expenses incurred.
- Water Treatment decreased by \$54,777 for dues, memberships & subscription; utility services – electricity; telecommunications; rent – land & buildings; architect, engineering & survey; improvements to building and improvements other than building expenses not incurred and increased for utility services - natural gas expenses incurred.
- Water Distribution & Maintenance increased by \$18,750 for salaries & wages – overtime; utility services – water, sewer & garbage and repairs & maintenance expenses incurred and decreased for utility services – electricity; miscellaneous contractual services; improvements to buildings and equipment & furniture expenses not incurred.

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- Water Customer Service decreased by \$1,000 for operating supply expense not incurred.
- Water Main Replacements decreased by \$108,400 for architect, engineering & survey and improvements other than building expenses not incurred due to project timing.
- Water Improvements decreased by \$305,000 for miscellaneous contractual and improvement other than building expenses not incurred due to project timing.

Sewer Fund budgeted expenses decreased overall by \$1,329,500 as summarized below:

- Sewer Treatment increased by \$21,800 for additional repairs & maintenance expenses incurred and decreased for training & development; meals, lodging & travel; architect, engineering & survey and equipment & tools – non capitalized expenses not incurred.
- Sewer Collection increased by \$13,800 for salaries & wages – overtime; utility services – water, sewer & garbage; utility services – natural gas and miscellaneous contractual service expenses incurred.
- Wastewater Treatment Plant Rehab decreased by \$750,000 for decreased improvements other than building expense not incurred due to project not awarded.
- Sewer Main Replacements decreased by \$530,500 for decreased architect, engineering & survey and improvements other than building expenses not incurred due to project timing.

Landfill Fund budgeted expenses decreased by \$40,876 for salaries, wages & benefits and fuel expense not incurred and increased for utility services – natural gas; repairs & maintenance; miscellaneous contractual services and debt payment – principal expenses incurred.

Capital Project Fund budgeted expenses decreased overall by \$200,388 as summarized below:

- Brownfield Grant revenue increased by \$199,951 and expenditures increased by \$199,951 due to grant awarded.
- Capital Improvement Facilities Fund decreased by \$342,888 for buildings & improvements expense not incurred and increased for architect, engineering & survey; miscellaneous contractual services and improvement other than building expenses incurred.
- Park Improvement Fund decreased by \$147,500 for improvements other than building expenses not incurred and increased for architect, engineering & survey and miscellaneous contractual service expenses incurred.