



Legislation Text

File #: 2021-0218, **Version:** 0

Title
FY2021 Budget Amendment #1 - Approval

History

A detailed spreadsheet (by fund) reflecting budget adjustments is attached. This is the first budget amendment for FY2021, so it incorporates new initiatives, budget corrections and projects that were not completed in 2020, and are now projected to be completed in 2021.

Revenue change includes:

- Waive Liquor License Fees for Restaurants

New Initiatives that were not included in the 2021 budget:

- Fingerprinting of all new hires
- Digital Budget Book
- Office furniture for EPS, and chairs for conference rooms in the Village Manager's Office, EPS, and Development Services
- Traffic Count Data Collection Equipment

Staffing changes, including the following:

- Add \$50,000 in funding for Part Time Police Officers
- Change Police Administrative Assistant to Executive Assistant
- Replace Part Time Engineering Technician position with Full Time Office Support Supervisor in Engineering Programs and Services
- Move Part Time Management Analyst from EPS to Public Works
- Replace Full Time Development Services Representative with Part Time Development Services Assistant, and moved Part Time Administrative Assistant from VMO to Development Services
- Add the Position of Full Time Human Resources Analyst
- Change Finance Department Cashiers to Cashier II, Replace PT Financial Analyst with PT Payroll Coordinator
- Move Accounting Technician II from Water & Sewer Admin. to Water & Sewer Finance
- Change Public Works Seasonal to Part Time positions
- Add an Executive Assistant for Public Works
- Change Part Time Communications & Marketing Assistant to Full Time Communications & Marketing Assistant

Budget corrections:

- Double budgeted IT line items (this was an oversight due to changing account structure within IT)
- Added Public Works projects that were in the spending plan, but were not entered in to the budget software.

Changes in the Public Works budget as follows:

- New item to add HVAC cooling for FLC Courts

- Weed and fertilization contract costs higher than budgeted
- Mowing was not budgeted for Village buildings (this was an oversight due the change in department and accounting structure)
- Spending for ice and snow melt and road salt were higher due to frequency and severity of snow and ice events over the winter
- Increase 151st Street Design work (94th Street to Harlem)
- Change from Snowbird personnel costs to Contractor support
- Pricing for Police Vehicles was higher than budgeted, and included an additional vehicle that was totaled due to mechanical damage
- Add funding for the meter replacement program (this was omitted from the final budget)
- Change the cost center for Inflow and Infiltration expenses
- Change the cost center for Grassland Pond Expansion Project, and add additional funding.

Budget rollovers

After reviewing outstanding purchase orders, we have identified the attached projects that we expected to have been completed in 2020 and were included in the 2020 forecast, but for a variety of reasons will be completed in 2021.

Financial Impact

The attached spreadsheet identifies the budget impact. Also, the 2021 budget summary has been updated to reflect these amendments. Amendments have been not been attributed to various expenditure types.

Recommended Action/Motion

I move to approve a decrease to the revenue budget of \$97,350 for the General Fund, a decrease in the General Fund expenditure budget in the amount of \$412,742, an increase in the Capital Projects Fund expenditure budget by \$367,201, an increase in the Water & Sewer Fund expense budget of \$888,255, and an increase in the Recreation & Parks Fund expenditure budget of \$106,409 as detailed on the FY2021 Amendment #1 worksheet.