



## **Staff Report**

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RESOLUTION AMENDING THE FISCAL YEAR 2007 BUDGET, APPROVING A REVISION TO REVENUE, AUTHORIZING A SUPPLEMENTAL APPROPRIATION AND ADJUSTING THE PERMANENT STAFFING PLAN FOR MIDYEAR REVIEW

Honorable Mayor and Council Members:

### **Summary**

Approval of the attached resolutions would amend the FY 2007 Revenue and Appropriations Budget per the Mid Year Review.

### **Background**

At your February 27, 2007 meeting, staff presented a draft resolution amending the FY 2007 Budget for normal Mid Year Review items.

### **Discussion**

At the conclusion of the Mid Year Review, the City Council directed staff to bring back resolutions for their consideration amending the FY 2007 Budget consistent with the actions taken. The accompanying resolutions reflect those actions.

### **General Plan/Vision Statement**

No impact.

### **Fiscal Impact**

Revenue budget will increase by \$885,797. Appropriations budget will increase by \$1,149,736.

Specific changes by fund are as follows:

Fund		Revenues	Expenditures	Transfers
101	General Fund	\$ 290,000	\$ 113,742	
205	Recreation Services		52,320	
206	Library Maintenance & Operations		81,209	
212	General Plan Maintenance	60,000		
223	Belmont Fire Protection District		201,467	
234	Street Improvement	505,636	218,202	
305	City Hall Retrofit/Police Facilities		17,033	(815,370)
306	Belmont Library		100,404	
308	General Facilities		5,000	(105,600)
351	RDA Capital	30,161	189,400	953,370
503	Sewer Enterprise - Capital			(2,021,665)
525	Storm Drainage Enterprise		6,862	2,021,665
620	Fleet & Equipment Management		41,672	
625	Facilities Management		112,425	105,600
708	Benefit Stabilization		10,000	
801	Redevelopment			(138,000)
	Total	\$ 885,797	\$ 1,149,736	\$ -

The budgetary net effect to fund balance as a result of these adjustments is as follows:

Fund	Increase	Decrease	Amount
101	General Fund	✓	\$ 176,258
205	Recreation Services		✓ 52,320
206	Library Maintenance & Operations		✓ 81,209
212	General Plan Maintenance	✓	60,000
223	Belmont Fire Protection District		✓ 201,467
234	Street Improvement	✓	287,434
305	City Hall Retrofit/Police Facilities		✓ 832,403
306	Belmont Library		✓ 100,404
308	General Facilities		✓ 110,600
351	RDA Capital	✓	794,131
503	Sewer Enterprise - Capital		✓ 2,021,665
525	Storm Drainage Enterprise	✓	2,014,803
620	Fleet & Equipment Management		✓ 41,672
625	Facilities Management		✓ 6,825
708	Benefit Stabilization		✓ 10,000
801	Redevelopment		✓ 138,000
	Total		\$ 6,929,191

*The unaudited fund balance as of 12/31/06 was:*

Fund		Amount
101	General Fund	\$ 4,054,903
205	Recreation Services	(18,906)
206	Library Maintenance & Operations	1,116,920
212	General Plan Maintenance	34,257
223	Belmont Fire Protection District	735,867
234	Street Improvement	456,610
305	City Hall Retrofit/Police Facilities	860,666
306	Belmont Library	-
308	General Facilities	440,748
351	RDA Capital	4,001,642
503	Sewer Enterprise - Capital	12,015,868
525	Storm Drainage Enterprise	1,792,821
620	Fleet & Equipment Management	2,919,661
625	Facilities Management	22,352
708	Benefit Stabilization	32,216
801	Redevelopment	96,871
Total		\$ 28,562,497

**Public Contact**

Posting of City Council agenda.

**Recommendation**

Approve the attached resolutions amending the FY 2007 Revenue and Appropriations Budget for various items.

**Alternatives**

1. Direct staff to take other corrective action.

**Attachments**

- A. Resolution Amending the Fiscal-Year 2007 Budget by Approving a Revision to Revenue, Authorizing a Supplemental Appropriation and Adjusting the Permanent Staffing Plan for Midyear Review.

Respectfully submitted,

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Thomas Fil  
Finance Director

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Jack R. Crist  
City Manager

Staff Contact:  
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**RESOLUTION NO. \_\_\_\_\_**

**RESOLUTION OF THE CITY COUNCIL OF THE CITY OF BELMONT  
AMENDING THE FISCAL YEAR 2007 BUDGET, APPROVING A REVISION TO  
REVENUE, AUTHORIZING A SUPPLEMENTAL APPROPRIATION AND  
ADJUSTING THE PERMANENT STAFFING PLAN FOR MIDYEAR REVIEW.**

**WHEREAS**, City of Belmont requires additional funding for expenditures identified hereto, and

**WHEREAS**, the City of Belmont City Council finds that it is necessary to augment the budget for those expenditures, and

**WHEREAS**, there is additional revenue and undesignated fund balances available to cover the augmentation, and

**WHEREAS**, the following accounts require adjustment to address the variances as a result of not being included in the regular budget process, and

**WHEREAS**, amending the Permanent Staffing Plan pursuant to Exhibit A, and

**Debit:**

Fund	Account #	Description	Reference	Amount
234	4312-3091-9030	Ralston Avenue Pedestrian/Bicycle Bridge	1	\$218,202
234	5299	Undesignated fund balance	1	500,000
234	5299	Undesignated fund balance	2	220,382
308	4999	City Hall/Police Facility Air Conditioner	3	105,600
625	5299	Undesignated fund balance	3	105,600
625	1701-9539-9030	City Hall/Police Facility Air Conditioner	3	105,600
351	4610-9539-9030	City Hall/Police Facility Air Conditioner	3	114,400
101	5299	Undesignated fund balance	4	290,000
801	4999-9640	Transfer to RDA Capital - Urban Revitalization Target Site Project	5	138,000
351	4610-9540-8351	Urban Revitalization Target Site Project	5	213,000
351	5299	Undesignated fund balance	6	30,161

708	4963-8351	GASB 45 Consulting Costs	7	10,000
101	1501-8101	Temporary Assistance	8	22,000
205	5303-8103 & 8221	Parks & Recreation Temporary Part Time	9	52,320
620	4142-9040	EOC Equipment	10	16,000
212	5299	Undesignated fund balance	11	60,000
101	2101-8102	Police Overtime	12	74,242
306	4190-2053- 9020	Close out budget for City Library	13	100,404
223	4228-8501	Reflect approved BSCFD Budget	14	201,467
234	6319	Federal Grant was not approved	15	214,746
305	4510-9020	City Hall Motorcycle Storage Shed	16	17,033
305	4999	Close out City Hall/Police Facility Project	16	815,370
351	5299	Undesignated fund balance	16	815,370
308	4194-8030- 9020	Manor Building Celebration Committee	17	5,000
503	4999-9673	Restore transfer from Sewer Fund	18	2,021,665
525	5299	Undesignated fund balance	18	2,021,665
206	4518-8430 & 8632	Library Maintenance & Operations	19	81,209
101	1301-8353	City Manager and Human Resources Director Recruitment	20	17,500
620	6201-9041	VMS Message Board	21	25,672
525	3103-8613	Safety Barricades	22	6,862
625	5304-8101	Parks & Recreation Program Coordinator Promotion to Full Time	23	6,825
			TOTAL	\$8,626,295

**Credit:**

Fund	Account #	Description	Reference	Amount
234	5299	Undesignated fund balance	1	\$218,202
234	6359	State - Bicycle Transportation Act Grant	1	500,000
234	6380	Traffic Congestion Relief Program & Proposition 42 Revenue	2	220,382
308	5299	Undesignated fund balance	3	105,600
625	7631	City Hall/Police Facility Air Conditioner	3	105,600
625	5299	Undesignated fund balance	3	105,600
351	5299	Undesignated fund balance	3	114,400
101	6110	ERAF Refund	4	290,000
801	5299	Undesignated fund balance	5	138,000
351	7691	Transfer from RDA	5	138,000
351	5299	Undesignated fund balance	5	75,000
351	6359	RDA State Grant	6	30,161
708	5299	Undesignated fund balance	7	10,000
101	5299	Undesignated fund balance	8	22,000
205	5299	Undesignated fund balance	9	52,320
620	5299	Undesignated fund balance	10	16,000
212	6530	General Plan Maintenance Fee	11	60,000
101	5299	Undesignated fund balance	12	74,242
306	5299	Undesignated fund balance	13	100,404
223	5299	Undesignated fund balance	14	201,467
234	5299	Undesignated fund balance	15	214,746
305	5299	Undesignated fund balance	16	17,033
305	5299	Undesignated fund balance	16	815,370
351	7631	Transfer from City Hall/Police Capital Project	16	815,370
308	5299	Undesignated fund balance	17	5,000
503	5299	Undesignated fund balance	18	2,021,665
525	7672	Restore transfer from Stormdrain Fund	18	2,021,665
206	5299	Undesignated fund balance	19	81,209
101	1601-8101	Transfer from City Manager's appropriation	20	17,500

620	7251	VMS Message Board	21	25,672
525	5299	Undesignated fund balance	22	6,862
625	5299	Undesignated fund balance	23	6,825
			TOTAL	\$8,626,295

**WHEREAS**, the following explanations are provided in support of the budget adjustments, and

Reference	Explanation
1	Record budget for Bicycle Transportation Act Grant for the Ralston Avenue Pedestrian/Bicycle Bridge and the costs associated with the project.
2	Record budget for Traffic congestion Relief Program Revenue.
3	Record budget for the City Hall/Police Facility Air Conditioner.
4	Increase budget for ERAF Refund from San Mateo County.
5	Record budget for Target Site Revitalization Project.
6	Record budget for RDA State Grant.
7	Increase budget for GASB45 – Other Post Employee Benefits Actuarial Study.
8	Record budget for temporary assistance in the Finance Department.
9	Record budget for Parks and Recreation Temporary Part Time.
10	Record budget for Emergency Operations Center Equipment.
11	Record budget for General Plan Maintenance Fee.
12	Increase budget for Police Overtime.
13	Close out budget for City Library.
14	Increase budget to reflect Belmont-San Carlos Fire Department approved budget.
15	Reduce budget for Federal Grant that was not approved.
16	Record budget for City Hall Roof Guardrail and Motorcycle Storage Shed. Close out remaining City Hall/Police Facility Project Funds.
17	Increase budget for Manor Building Celebration Committee.
18	Restore transfer to Stormdrain Fund.
19	Increase budget for Library Maintenance & Operations.
20	Transfer budget to cover City Manager and Human Resources Director recruitments.
21	Record budget for Vehicle Message Board to be covered by insurance.
22	Record budget for Safety Barricades.
23	Increase budget for Parks and Recreation Promotion of Recreation Program Coordinator to Full Time Position.

**NOW, THEREFORE, BE IT RESOLVED** the City Council of the City of Belmont hereby amends the Fiscal Year 2007 Budget in the amount of \$8,626,295.

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I hereby certify that the foregoing Resolution was duly and regularly passed and adopted by the City Council of the City of Belmont at a regular meeting thereof held on March 13, 2007 by the following vote:

AYES, COUNCILMEMBERS: \_\_\_\_\_

NOES, COUNCILMEMBERS: \_\_\_\_\_

ABSTAIN, COUNCILMEMBERS: \_\_\_\_\_

ABSENT, COUNCILMEMBERS: \_\_\_\_\_

\_\_\_\_\_  
CLERK of the City of Belmont

APPROVED:

\_\_\_\_\_  
MAYOR of the City of Belmont