RESOLUTION NO. 2013-045

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROHNERT PARK APPROVING THE BUDGET ADJUSTMENTS FOR FISCAL YEAR 2012/2013

WHEREAS, the City of Rohnert Park on June 12, 2012, adopted the budget for fiscal year 2012/2013; and

WHEREAS, the City of Rohnert Park has experienced various adjustments to changing conditions since the budget was adopted and needs to amend the budget to reflect these adjustments; and

NOW, THEREFORE, BE IT RESOLVED, by the City Council of the City of Rohnert Park that it adopts the fiscal, "2012/13 Operating Budget Amendment Recap" a copy of which is attached as Exhibit A.

DULY AND REGULARLY ADOPTED this 12th day of March, 2013.

ROHNERT PARK 1962 CALIFORNIA

CITY OF ROHNERT PARK

Pam Stafford

Pam Stafford, Mayor

ATTEST:

JoAnne M Buergler

JoAnne Buergler, City Clerk

Attachment A: 2012/13 Operating Budget Amendment Recap

AHANOTU: AYE **BELFORTE:** AYE **MACKENZIE:** ABSENT **CALLINAN:** ABSENT **STAFFORD:** AYE
AYES: (3) **NOES:** (0) **ABSENT:** (2) **ABSTAIN:** (0)

Exhibit A

City of Rohnert Park
FY12/13 Operating Budget Amendments Recap

	Account	Description	Approved FY13 Budget	Y-T-D thru 12/31/12 Expenditures	Encumbered	Available	Proposed Budget Request +/(-)	Proposed Total Annual Budget	Available Budget Balance		Comments
				Public Safety							
#1	001-2300-400-5270	Fire/Gas & Oil	90,000	(12,985)	-	77,015	(60,000)	30,000	17,015	1	
	001-2200-400-5270	Police/Gas & Oil	60,000	(71,949)	-	(11,949)	60,000	120,000	48,051		
							0				

Justification

1) Redwood Coast Petroleum provided an inaccurate numbers for unleaded vs. diesel fuel. Requesting budget amendment to reflect actual expenditures

	Account	Description	Approved FY13 Budget	Y-T-D thru 12/31/12 Expenditures	Encumbered	Available	Proposed Budget Request +/(-)	Proposed Total Annual Budget	Available Budget Balance		Comments
				Public Works							
#2	001-3300-400-5311	Gold Ridge School Site	-	-	-	-	15,000	15,000	15,000	1	funding an actual increase

Justification

1) This facility has recently been transferred from the School District back to the City. Because the transition occurred unexpectedly mid-year, no monies were budgeted for this facility in FY12/13. Funding is required for the remainder of the fiscal year to cover ongoing operations and maintenance costs which will include heat, light, and power, supplies, equipment and possibly contracted services

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City of Rohnert Park
FY12/13 Operating Budget Amendments Recap

	Account	Description	Approved FY13 Budget	Y-T-D thru 12/31/12 Expenditures	Encumbered	Available	Proposed Budget Request +/(-)	Proposed Total Annual Budget	Available Budget Balance		Comments
				Parks							
#3	001-4001-400-5210	Parks/Special Dept	135,000	(18,696)	(81,640)	34,664	(15,000)	120,000	19,664	1	Sufficient Funds
	001-3420-400-5370	Streets/Bike - Equipment Rentals	1,500	(2,037)	(6,000)	(6,537)	5,000	6,500	(1,537)		
	001-4001-400-9610	Parks/Vehicle	11,300	-	-	11,300	(11,300)	-	-		
	001-4001-400-5320	Parks/Vehicle Repairs	16,000	(11,007)	(20,853)	(15,860)	21,300	37,300	5,440		Sufficient Funds
							0				

Justification

1) Unanticipated increase in the amount of vehicle repairs needed in this fiscal year.

	Account	Description	Approved FY13 Budget	Y-T-D thru 12/31/12 Expenditures	Encumbered	Available	Proposed Budget Request +/(-)	Proposed Total Annual Budget	Available Budget Balance		Comments
				Streets/Bike & Pathway							
#4	001-3420-400-5270	Streets/Bikes - Gas & Oil	10,000	-	-	10,000	(10,000)	-	-	1	Sufficient Funds
	001-4001-400-5270	Parks/Gas & Oil	18,000	(14,965)	-	3,035	10,000	28,000	13,035		
							0				

Justification

1) Streets Division vehicles were reassigned to Parks Division

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	Account	Description	Approved FY13 Budget	Y-T-D thru 12/31/12 Expenditures	Encumbered	Available	Proposed Budget Request +/(-)	Proposed Total Annual Budget	Available Budget Balance		Comments
		Performing Arts Center									
#5	001-6211-400-6820	Production	90,000	(80,078)	-	9,922	40,000	130,000	49,922	1	Requesting budget increase
	001-0000-300-3990	PAC Gifts/Donations	-	-	-	16,905	(16,905)	(16,905)	-		
							23,095				

Justification

1) The anticipated expenses for the productions chosen in FY12/13 have exceeded the original budget estimates. The additional investment in the scope of productions year-to-date has resulted in a substantial increase in projected admission sales revenue at mid-year, the revenue projection of $100K has already been achieved

	Account	Description	Approved FY13 Budget	Y-T-D thru 12/31/12 Expenditures	Encumbered	Available	Proposed Budget Request +/(-)	Proposed Total Annual Budget	Available Budget Balance		Comments
		Development Services									
#6	001-1600-400-4101	Salaries (3/4 Planner)	59,066	-	-	59,066	(36,000)	23,066	23,066		
	001-1600-400-4201	Part-time Salary	37,260	(36,635)	-	625	36,000	73,260	36,625	1	
							0				

Justification

1) Requesting increase to PT Salaries to reflect the retention of the Technical Advisor (Planner) position for the portion of the fiscal year that the Senior Planner position has not been filled

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City of Rohnert Park
FY12/13 Operating Budget Amendments Recap

	Account	Description	Approved FY13 Budget	Y-T-D thru 12/31/12 Expenditures	Encumbered	Available	Proposed Budget Request +/(-)	Proposed Total Annual Budget	Available Budget Balance	Comments
				City Manager						
#7	001-1200-400-6930	Election Expense	57,795	-	-	57,795	(50,000)	7,795	7,795	1
	001-1200-400-5330	Software Maintenance	-	-	-	-	6,580	6,580	6,580	

Justification

1) Requesting to increase software maintenance budget for laserfiche upgrade due to migration of computer system upgrades. The election for City Council was cancelled on 11/6/12 which provided a savings. An upgrade to Laserfiche was postponed in the 12/13 budget because of a vacancy in the Clerk's Office reduced the urgency to expand the document imaging system. As laserfiche upgrade is planned for FY13/14 budget; however updates to operating systems and MS Office 2010 & MS Windows 7 created conflicts with the older version. This caused a loss in productivtiy and program features currently used by the City Clerk's office. An example is the loss of the ability to take an electronic agenda packet and snapshot it directly to Laserfiche elminating the need for scanning.

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	Account	Description	Approved FY13 Budget	Y-T-D thru 12/31/12 Expenditures	Encumbered	Available	Proposed Budget Request +/(-)	Proposed Total Annual Budget	Available Budget Balance	Comments
				Assistant City Manager						
#8	Development Services									
	001-1600-400-4101	Salaries	103,640	(51,820)	-	51,820	(51,820)	51,820	-	Promotion of DS Director position to ACM. Move Budget to CM office
	001-1600-400-4xxx	Benefits	43,512	(21,756)	-	21,756	(21,759)	21,753	(3)	
	001-1600-400-5272	Auto Allowance	4,200	(2,100)	-	2,100	(2,100)	2,100	-	
	001-1600-400-5231	Cell Phone	4,560	(2,247)	-	2,313	(455)	4,105	1,858	
	001-1600-400-4999	Cost Reimbursement	(540,000)	(38,743)	-	(501,257)	37,780	(502,220)	(463,477)	
							(38,354)			
#9	City Manager									
	001-1200-400-4101	Salaries	-	-	-	-	25,649	25,649	25,649	
	001-1200-400-4xxx	Benefits	-	-	-	-	10,461	10,461	10,461	
	001-1200-400-5272	Auto Allowance	-	-	-	-	2,100	2,100	2,100	
	001-1200-400-5231	Cell Phone	-	-	-	-	455	455	455	
	001-1200-400-4999	Cost Reimbursement	-	-	-	-	(37,780)	(37,780)	(37,780)	
							885			
#10	510-7100-400-4101	Salaries	1,131,296	(520,752)	-	610,544	18,244	1,149,540	628,788	
	510-7100-400-4xxx	Benefits	575,320	(281,810)	-	293,510	7,238	582,558	300,748	
	510-7200-400-4101	Salaries	800,438	(354,837)	-	445,601	17,467	817,905	463,068	
	510-7200-400-4xxx	Benefits	475,865	(190,616)	-	285,249	6,925	482,790	292,174	
							49,874			

Justification

1) Increase salaries and benefits budget for Assistant City Manager Position

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	Account	Description	Approved FY13 Budget	Y-T-D thru 12/31/12 Expenditures	Encumbered	Available	Proposed Budget Request +/(-)	Proposed Total Annual Budget	Available Budget Balance	Comments
			Water Enterprise							
#11	510-7100-400-5210	Special Dept	60,600	(11,410)	(45,686)	3,504	(3,000)	57,600	504	[1] Sufficient Funds
	510-7100-400-5314	Hazardous Materials	2,000	(2,029)	-	(29)	3,000	5,000	2,971	
							0			

Justification

1) Unanticipated increase in the amount of hazardous materials requiring disposal during the fiscal year.

	Account	Description	Approved FY13 Budget	Y-T-D thru 12/31/12 Expenditures	Encumbered	Available	Proposed Budget Request +/(-)	Proposed Total Annual Budget	Available Budget Balance	Comments
#12	510-7100-400-5317	Water Meter Repairs	15,000	(1,169)	(8,595)	5,236	(3,000)	12,000	2,236	[2] Sufficient Funds
	510-7100-400-5370	Equipment Rentals	3,500	(3,279)	(1,951)	(1,730)	3,000	6,500	1,270	
							0			

Justification

2) Unanticipated repairs backhoe, rental required while repair was made