

RESOLUTION NO. 15-09

A RESOLUTION THE MAYOR AND COUNCIL OF THE CITY OF SOUTH TUCSON, ARIZONA, AUTHORIZING FY 2014-2015 MIDYEAR INTERDEPARTMENTAL BUDGET REALLOCATION (BUDGET TRANSFERS) WITHIN ESTIMATED REVENUE AND APPROPRIATIONS FOR FISCAL 2014-2015; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

WHEREAS, the City of South Tucson adopted its Fiscal Year 2015 Budget through Ordinance 14-17 on June 18, 2014 and Fiscal Year 2015 Budget Adjustments through Ordinance 15-02 on January 12, 2015 and

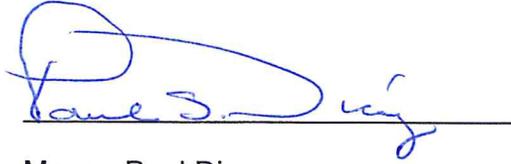
WHEREAS, additional mid-year budget transfers (adjustments) are proposed for the General Fund and

WHEREAS, the Mayor and Council acknowledge that mid-year modifications to the FY2015 appropriations may be necessary so that the final budget accurately reflects the operations of the City.

THEREFORE BE IT RESOLVED, that Mayor and Council of the City of South Tucson hereby approve mid-year budget transfers for Fiscal Year 2015, that are included as "Exhibit A" containing all recommended interdepartmental budget transfers. This resolution shall take effect immediately upon passage and adoption.

PASSED AND ADOPTED by the South Tucson City Council this 23rd day of February, 2015.

APPROVED/EXECUTED



Mayor, Paul Diaz

ATTEST:

APPROVED AS TO FORM:



Veronica B. Moreno

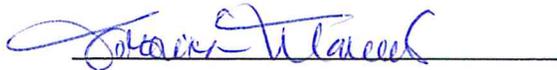
City Clerk



City Attorney, Edward Matchett

CERTIFICATION

I HEREBY CERTIFY THAT THE above and foregoing Resolution No. 15-09 was duly passed by the Mayor and Council of the City of South Tucson, Arizona, at a special meeting held February 23, 2015 and that a quorum was present thereat.



Veronica B. Moreno

City Clerk

EXHIBIT A

City of South Tucson
Budget Adjustment Request Form

Budget Year: 2015

Date of request: 2/23/2015

Resolution No. 15-09

Description: Mid-Year Budget Adjustments (2)

TABLE OF BUDGET TRANSFERS

Line No.	General Ledger Account	Account Title	Account Type	Department	Adopted Budget	Debit (+)	Credit (-)	Adjusted Budget
1	100-1100-610-240	Communications	Expense	City Manager	4,000.00		(4,000.00)	-
2	100-1200-610-240	Communications	Expense	Mayor & Council	600.00		(444.98)	155.02
3	100-1400-610-240	Communications	Expense	City Clerk & Persor	3,200.00		(1,559.34)	1,640.66
4	100-1500-610-240	Communications	Expense	Finance	7,200.00		(5,263.52)	1,936.48
5	100-1550-610-240	Communications	Expense	IT	500.00		(274.34)	225.66
6	100-1700-610-240	Communications	Expense	Development Servi	500.00	1,306.48		1,806.48
7	100-3000-610-240	Communications	Expense	Fire Department	2,000.00	6,000.00		8,000.00
8	100-4000-610-240	Communications	Expense	Police Department	28,220.00			28,220.00
9	100-4500-610-240	Communications	Expense	Police Civilian	-			-
10	100-5000-610-240	Communications	Expense	Public Works	6,500.00		(5,213.56)	1,286.44
11	100-5500-610-240	Communications	Expense	Public Buildings	-			-
12	100-5600-610-240	Communications	Expense	Non-Departmental	-	9,449.26		9,449.26
13	100-1100-610-250	Utilities	Expense	City Manager	22,000.00		(22,000.00)	-
14	100-1200-610-250	Utilities	Expense	Mayor & Council	5,900.00		(5,900.00)	-
15	100-1400-610-250	Utilities	Expense	City Clerk & Persor	3,700.00		(3,700.00)	-
16	100-1500-610-250	Utilities	Expense	Finance	-		-	-
17	100-1550-610-250	Utilities	Expense	IT	-		-	-
18	100-1700-610-250	Utilities	Expense	Development Servi	-		-	-
19	100-3000-610-250	Utilities	Expense	Fire Department	11,000.00		(11,000.00)	-
20	100-4000-610-250	Utilities	Expense	Police Department	11,000.00		(11,000.00)	-
21	100-4500-610-250	Utilities	Expense	Police Civilian	-		-	-
22	100-5000-610-250	Utilities	Expense	Public Works	35,000.00		(35,000.00)	-
23	100-5500-610-250	Utilities	Expense	Public Buildings	-		-	-
24	100-5600-610-250	Utilities	Expense	Non-Departmental	-	88,600.00		88,600.00
25	100-1550-610-250	Contracts	Expense	IT	63,000.00		(12,444.00)	50,556.00
26	100-1500-610-250	Contracts	Expense	Finance	3,500.00	6,444.00		9,944.00
27	100-4000-610-270	Contracts	Expense	Police Department	110,000.00		(4,000.00)	106,000.00
28	100-6000-620-520	Principal	Expense	Debt Service	4,500.00	8,500.00		13,000.00
29	100-6000-620-510	Interest	Expense	Debt Service	1,700.00	1,500.00		3,200.00
30	100-1100-750-500	Contingency	Expense	City Manager	86,765.00		(15,000.00)	71,765.00
31	100-1200-610-280	Misc. Expense	Expense	Mayor & Council	700.00	2,000.00		2,700.00
32	100-1400-610-224	Election Fees	Expense	City Clerk & Persor	-	13,000.00		13,000.00
33					-			-
34					-			-
						136,799.74	(136,799.74)	

REASON FOR REQUEST

Line No.	Description
1 to 12	Transfer budget capacity to Non-Departmental Communications (normal phone/data expenses paid to Verizon & Century Link); Consolidate for central accounting purposes. The Magistrate Courts have been excluded from this action.
13 to 24	Transfer budget capacity to Non-Departmental Utilities (water, electricity and gas); Consolidate for central accounting purposes. The Magistrate Courts have been excluded from this action.
25 to 29	Transfer budget capacity to Debt Service (Leases) and Finance to cover the Accounting Software subscription that was previously charged to IT and both the copier lease and 1 PD vehicle being paid by the City's General Fund.
30 to 32	Transfer budget capacity from City Manager Contingency to Mayor & Council Misc. Expense and City Clerk Election Fees. A total of \$2700 to Mayor & Council's Misc. Expense will cover the cost of banners for "Avenida Cesar Chavez" and \$13,000 to the City Clerk will be for Special Election Fees.

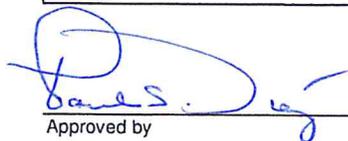
FINANCIAL ACCOUNTING CODE (Policies and Procedures)

Sec. 29-11(9) Budget Adjustments

(a) A budget adjustment is authorization to change an organization's total budget or to add a new organization budget such as a grant approved during the fiscal year.

(b) All budget adjustments are numbered by the Finance Department and kept in the Finance Office. The City Council must approve all total budget adjustments. A memo must accompany a request for a budget adjustment from the department head responsible for the affected budget. The memo must contain the organization and account the budget adjustment is going to effect and the reason for such action. The department head, or designee's signature, with the Finance Director's signatures is required to be on the budget adjustment for processing.

(c) All adjustments are posted and reconciled on a timely basis. After the budget adjustment is approved, the original is kept in the Finance Department and a copy is sent to the requesting department



Approved by

Date

Approved by

Date



CITY COUNCIL AGENDA REPORT

TO: Mayor and Councilmembers
FROM: Lourdes Aguirre, Finance Director
SUBJECT: Resolution No. 15-09

AFFECTED DEPARTMENTS:

Multiple departments (communication/utilities/contracts), City Manager's Office (contingency)

ITEM REQUEST: Mid-Year Budget Adjustments (2)

TITLE OF AGENDA ITEM:

RESOLUTION NO.15-09 OF THE MAYOR AND COUNCIL OF THE CITY OF SOUTH TUCSON, ARIZONA, AUTHORIZING FY 2014-2015 MIDYEAR INTERDEPARTMENTAL BUDGET REALLOCATION (BUDGET TRANSFERS) WITHIN ESTIMATED REVENUE AND APPROPRIATIONS FOR FISCAL 2014-2015; PROVIDING FOR SEVERABILITY; AND PROVIDING FOR AN EFFECTIVE DATE

EXECUTIVE SUMMARY: This resolution approves the mid-year budget transfers for fiscal year 2015 included in Exhibit A. The resolution only impacts the General Fund and approves the transfer of already appropriated dollars between accounts and/or departments. Overall, the adopted budget will not increase or decrease.

Such mid-year budget revisions are recommended so that the budget accurately reflects the City's operations for the Fiscal Year and provides adequate budget capacity where needed. The recommended budget adjustments reallocate nine thousand four hundred forty nine dollars (\$9,449) in communications and eighty eight thousand six hundred dollars (\$88,600) in utilities from multiple departments to Non-Departmental (where all communication and utility expenses will be consolidated). Additionally, seven thousand three hundred six dollars (\$7,306) will be used to increase budget capacity in the communications line item for both Development Services and Fire Department.

With regards to contracts, a total of sixteen thousand four hundred forty four dollars (\$16,444) will be reallocated from IT and Police Department to the Finance Department and Debt Service (Leases) in order to cover the cost of accounting software support and two police vehicles carried by the General Fund (respectively).

This proposal also recommends creating a line item for City Clerk election fees in the amount of thirteen thousand dollars (\$13,000) and increasing budget capacity by two thousand dollars (\$2,000) in the Mayor & Council miscellaneous expense line item for the purchase of banners that will commemorate 6th Avenue as "Avenida Cesar Chavez". These monies will be reallocated from the City Manager's contingency fund.

RECOMMENDATION(S): Motion to approve Resolution No. 15-09

Attachment(s): Resolution, Exhibit A – Mid Year 2015 Budget Adjustment (2)

City Manager Concurrence: _____

A handwritten signature in black ink, appearing to read "Lourdes Aguirre", written over a horizontal line.