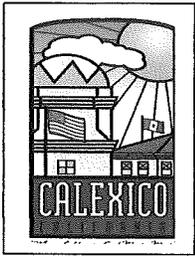


**AGENDA  
ITEM**

**10**



# AGENDA STAFF REPORT

**DATE:** December 6, 2017

**TO:** Mayor and City Council

**APPROVED BY:** Armando G. Villa, City Manager

**PREPARED BY:** David Dale, Public Works Director/City Engineer *David Dale*

**SUBJECT:** Adopt Budget Amendment Resolution (BAR) Approving the Transfer of Funds From the Fleet Department to Public Works Facilities - Building Maintenance.

=====

## **Recommendation:**

Adopt Budget Amendment Resolution (BAR) approving the transfer of funds from the Fleet Department to Public Works Facilities - Building Maintenance.

## **Background:**

The Fleet Department is responsible for the maintenance of all city vehicles. More than half of their time is spent repairing vehicles for Enterprise Fund Departments. In order to accurately reflect the percentage of time staff spends working on vehicles for non-general fund departments, staff salary and benefits costs have been reallocated accordingly. This has created a savings for the general fund.

Several City facilities are in need of repairs. Due to the city's budget concerns, these repairs were not included in the adopted budget for FY 2017-18.

## **Discussion & Analysis:**

The realized savings from reallocating salary and benefits costs for the Fleet Department could be used to cover priority repairs needed in city facilities. Some of the needed repairs have the potential to create health and safety issues if not addressed soon.

It is recommended that the City Council adopt the attached Budget Amendment Resolution (BAR) approving the transfer of funds from the Fleet Department to Public

Works Facilities - Building Maintenance in order to make the priority repairs needed in city facilities.

**Fiscal Impact:**

No impact. The \$30,000 transfer would be from one department to another, leaving the General Fund total expenditures unchanged.

**Coordinated With:** Finance Department

**Attachments:** Budget Amendment Resolution



BUDGET AMENDMENT RESOLUTION NO. 2017-  
 BUDGET AMENDMENT RESOLUTION OF THE CITY COUNCIL  
 OF THE CITY OF CALEXICO AUTHORIZING AN AMENDMENT  
 TO THE FINAL BUDGET FOR FISCAL YEAR 2017-2018

**WHEREAS**, the Final Budget for Fiscal Year 2017-2018 was adopted by Resolution No.2017-15 of the City Council on June 28, 2017; and

**WHEREAS**, the City Council has authorized the amendment of the Final Budget, in accordance with proper governmental accounting and financial reporting practices; and

**NOW THEREFORE**, the City Council of the City of Calexico hereby resolves and authorizes the following action(s)

**AMENDMENTS TO ADOPTED BUDGET:**

1) Record Revenue Estimates(s)

Fund No.	Department	Division	Account	Sub-Account	Amount
<b>Total</b>					

2) Record Appropriation(s)

Fund No.	Department	Division	Account	Sub-Account	Amount
<b>Total</b>					

3) Record Transfer of Funds:

FROM:

Fund No.	Department	Division	Account	Sub-Account	Amount
III	40	414	51012		22,000.00
III	40	414	52013		8,000.00
<b>Total</b>					<b>\$30,000.00</b>

TO:

Fund No.	Department	Division	Account	Sub-Account	Amount
III	40	420	54010		30,000.00
<b>Total</b>					<b>\$30,000.00</b>

5)Purpose of Budget Amendment: A percentage of Fleet Department Salaries and Benefits will now be charged out to Enterprise Funds to accurately reflect the amount of time staff spends on repairing their vehicles and equipment. This will create a savings in the General Fund, which is requested to be transferred to the Public Works Facilities-Bulding Maintenance in order to address long overdue repairs needed in various city owned facilities.

PASSED, APPROVED AND ADOPTED by the City Council of the City of Calexico at the regular meeting this \_\_\_\_\_ days of \_\_\_\_\_ 2017

\_\_\_\_\_  
MARITZA HURTADO, Mayor

ATTEST:

\_\_\_\_\_  
GABRIELA GARCIA, Deputy City Clerk

APPROVED AS TO FORMS;

\_\_\_\_\_  
CARLOS CAMPOS, City Attorney

STATE OF CALIFORNIA )  
CITY OF CALEXICO ) ss.  
COUNTY OF IMPERIAL )

I, Gabriela Garcia, Deputy City Clerk of the City of Calexico, do hereby certify under the penalty of perjury, that the foregoing Resolution No. 2016-, eas duly adopted by the City Council at a meeting of said City council held on the \_\_\_\_\_ day of \_\_\_\_\_, 2017, by the following vote:

AYES:  
NOES:  
ABSTAIN:  
ABSENT:

\_\_\_\_\_  
GABRIELA GARCIA, Deputy City Clerk  
City of calexico