

BUDGET ADJUSTMENT REQUESTS AT MID-YEAR

Staff is requesting the following budget adjustments at mid-year. Today, the Council will not be asked to take official action on these requests. However, if the Council agrees, Staff will bring the adjustments back at a future Council meeting, where they will be included on the consent calendar for approval.

FY 2023/24 Requested Mid-Term Budget Adjustments							
Account Number	Account Description	Department	Current Budget	Budget Amendment Request	Adjusted Budget	Justification	Funding Source
GENERAL FUND							
EXPENDITURES							
110-4190-0356	Charge Point	Non-Departmental	\$ 3,000	\$ 4,300	7,300	ChargePoint Expenses - damaged equipment	Operating Appropriation
110-4190-0360	Property Premium	Non-Departmental	87,331	(4,300)	83,031	Reduce Budget, Cost Savings based on actuals	Operating Appropriation
		Net	90,331	-	90,331		
Public Works							
110-4330-0310	Engineering	Public Works	\$ 27,041	\$ 9,000	\$ 36,041	Fire Station Contract for surveying,(exceeds CDBG fundi	Operating Appropriation
110-4330-0211	Medical Premium	Public Works	149,536	(9,000)	140,536	Reduce Budget- Salary/Cost savings	Operating Appropriation
110-4570-0101	Salaries & Wages -Corp yard	Public Works	207,325	20,000	227,325	Add a FTE-Maintenance Worker I position (Q4), Eliminate	Operating Appropriation
110-4330-0101	Salaries & Wages -Engineerin	Public Works	\$ 703,384	\$ (20,000)	683,384	Reduce Budget- Salary savings	Operating Appropriation
		Net	1,087,286	-	1,087,286		
Police Department							
110-4200-0101	Salaries & Wages	Police Department	\$ 1,976,398	\$ (122,680)	1,853,718	Salary Savings	Operating Appropriation
110-4200-0102	Overtime	Police Department	84,837	81,151	165,988	Increase to Overtime Budget, due to unfilled positions	Operating Appropriation
110-4200-0103	Comp Time	Police Department	34,043	41,529	75,572	Increase to Comp Time Budget, due to unfilled positions	Operating Appropriation
110-4200-0366	Training/Travel Reimb	Police Department	35,000	20,000	55,000	Increase to Training & Travel Budget	Operating Appropriation
110-4200-0367	PD Recruit Training	Police Department	40,000	(20,000)	20,000	Reduce Budget, Cost Savings, sending recruit to Acader	Operating Appropriation
		Net	-	-	-		
Community Development							
110-4320-0101	Salaries & Wages	CDD	\$ 310,933	\$ (30,000)	\$ 280,933	Reduce Budget Salary Savings	Operating Appropriation
110-4320-0319	Professional Services	CDD	18,897	30,000	48,897	Planning Consultant - Increase contract	Operating Appropriation
		Net	329,830	-	329,830		
Finance/Administration							
110-4130-0319	Professional Services	Administration	60,462	40,000	\$ 100,462	City of Fort Bragg Strategic Plan/Goal Setting 2024-2029	Operating Appropriation
110-4150-0101	Salaries & Wages	Finance	366,345	(40,000)	\$ 326,345	Reduce Budget- Salary/Cost savings unfilled position	Operating Appropriation
		Net	\$ 329,830	\$ -	\$ 329,830		
WASTEWATER ENTERPRISE							
710-4712-0360	Insurance	Wastewater	\$ 70,632	\$ 42,012	\$ 112,644	Property Insurance * Pay with Budget savings	Operating Appropriation
710-4712-0231	Workers compensation	Wastewater	43,888	(19,375)	24,513	Cost savings in workers compensation (actuals)	Operating Appropriation
710-4712-0376	Medical Safety Supplies	Wastewater	7,000	(4,000)	3,000	Cost savings based on YTD and projections for the rema	Operating Appropriation
710-4712-0366	Training and Travel	Wastewater	6,000	(5,000)	1,000	Cost savings based on YTD and projections for the rema	Operating Appropriation
710-4712-0220	Pers	Wastewater	\$ 93,978	\$ (25,592)	\$ 68,386	Cost savings in PERS (actuals)	Operating Appropriation
		Net	\$ 70,632	\$ (11,955)	\$ 112,644		
CV STARR ENTERPRISE (810)							
810-4812-4111	IT Costs		25,496	24,581	50,077	IT Costs to improve Network and CV Starr	Operating Appropriation
810-4812-0365	Printing & Copying		8,000	(4,000)	4,000	Reduce Budget amount, based on Actuals Q1 & Q2	Operating Appropriation
810-4812-0343	Chemicals		25,000	5,000	30,000	Increase in chemical costs	Operating Appropriation
810-4815-0377	Pool Side Supplies		9,300	(4,000)	5,300	Reduce Budget amount, based on Actuals Q1 & Q2	Operating Appropriation
810-4815-0375	General Supplies		4,000	(3,000)	1,000	Reduce Budget amount, based on Actuals Q1 & Q2	Operating Appropriation
810-4812-0311	Legal Costs		2,000	5,000	7,000	Reduce Budget amount, based on Actuals Q1 & Q2	Operating Appropriation
810-4812-0366	Training and Travel		9,000	(6,000)	3,000	Reduce Budget amount, based on Actuals Q1 & Q2	Operating Appropriation
810-4812-0351	Equipment Repair and Maint		5,000	(5,000)	-	Reduce Budget amount, based on Actuals Q1 & Q2	Operating Appropriation
810-4815-0373	License and permits		8,000	(5,000)	3,000	Reduce Budget amount, based on Actuals Q1 & Q2	Operating Appropriation
810-4815-0751	CV Starr CIP		1,992,402	(1,586,420)	405,982	HVAC System engineering only this fiscal year.	Capital Reserve- CV Starr
		Net	\$ 2,088,198	\$ (1,578,839)	\$ 509,359		
INFORMATION TECHNOLOGY - ISF (521)							
521-4394-0384	Licensing, Software & Maint	IT	\$ 313,673	\$ 18,734	\$ 332,407	Cisco XDR \$4,462.50, Phone \$14,272	Operating Appropriation
521-4394-0319	Professional Services	IT	50,000	(28,800)	21,200	Reduce Budget, postpone project to next fiscal year.	Operating Appropriation
521-4394-0382	Hardware Expenses	IT	55,392	29,965	85,357	Hardware Server \$29,965.42	Operating Appropriation
		Net	\$ 419,065	\$ 19,899	\$ 438,964		
FLEET - ISF (522)							
522-4550-0352	Vehicle Repairs	Fleet -ISF	\$ 40,000	\$ 35,000	\$ 75,000	Unanticipated Vac truck repairs and rental. Monthly parts and repair avg. \$5,150.	
522-4550-0382	Fuel & Lubricants	Fleet -ISF	\$ 90,000	\$ 10,000	\$ 100,000	Increases in fuel costs	
		Net	\$ 130,000	\$ 45,000	\$ 175,000		
CAPITAL IMPROVEMENT PROGRAM (CIP)/SPECIAL REVENUES							
651-6007-0310	Raw Water Line Replacement Design		871,558	81,429	952,987	Design costs - Raw Water Line Coleman	Capital Reserve- Water