

CITY COUNCIL

For City Clerk's Use:

☐ **APPROVED** ☐ **DENIED**

Reso No. _____ File No. _____

Ord No. _____

Agenda Item No.: 4

Date: May 11, 2011

TO: Honorable Mayor and Members of the City Council

FROM: Jerry Van Leeuwen, Director of Community Services

SUBJECT: Budget adjustment to transfer funds to the Building Maintenance Operating Budget for unanticipated utilities and repairs to City facilities

RECOMMENDATION:

Staff recommends Council approve a budget adjustment to transfer funds from the Building Maintenance Reserve to the Building Maintenance operating budget.

FISCAL ANALYSIS:

The estimated ending building Maintenance reserve balance for FY 2011 is \$2,800,000. The amount of the requested transfer is \$500,000, leaving a balance of \$2,300,000. Any funds that are not used will be returned back to the reserve.

CORRELATION TO THE CITY COUNCIL ACTION PLAN:

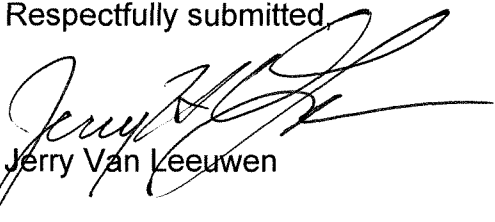
N/A

BACKGROUND:

The Building Maintenance staff estimate their budget by looking at previous years, examining trends, and getting quotes from vendors. However, additional unanticipated expenses occur (see list). During this current fiscal year these additional expenses have resulted in a shortfall and the inability to pay vendors. The requested action will provide funding sufficient to meet expenditures for the balance of the fiscal year.

Additionally, our utility bills are greater than anticipated and the transferred funds will also be used to ensure they are paid.

Respectfully submitted,



Jerry Van Leeuwen

UNANTICIPATED EXPENSES 2010/11 FY

PROJECT	COST	ACCOUNT NUMBER	
1 Mold Remediation - Firestation 4	\$ 17,624	5131	Jul-10
2 New Silder Door - JSC / Nutrition	\$ 4,976	5131	Jul-10
3 Door Repairs - CCAE	\$ 8,016	5131	Jul-10
4 40 HP AH #1 Motor - CCAE / Concert Hall	\$ 9,094	5131	Jul-10
5 New Landry Equipment / City Hall	\$ 3,992	5125	Aug-10
6 Castle Door Repairs - CCAE / Conf Center	\$ 4,115	5131	Aug-10
7 Pressure Regulator - Library	\$ 3,855	5131	Sep-10
3 Fountain VFD - City Hall	\$ 1,612	5131	Sep-10
9 Teleco Lines Replaced - CCAE / Central Plant	\$ 3,188	5131	Sep-10
10 Carpet Replacement - Lake Whlford	\$ 4,105	5131	Sep-10
11 Tennis Court Resurfacing - Kit Carson	\$ 33,720	5131	Oct-10
12 Fuel Tank Removal - Old EPD	\$ 19,917	5131	Oct-10
13 Stage Repair - CCAE / Concert Hall	\$ 21,216	5131	Oct-10
14 HVAC Repairs - CCAE / Central Plant	\$ 10,300	5131	Oct-10
15 Elevator Repair (Pump) - CCAE / Concert Hall	\$ 7,279	5131	Nov-10
16 Roll Up Door Repairs - Various Fire Stations	\$ 17,767	5131	Nov-10
17 Roof Repairs and Drain Mods - City Hall	\$ 4,700	5131	Jan-11
18 Soccer Turf Repairs - Sports Park	\$ 7,400	5131	Jan-11
19 Sliding wood Door Repair - CCAE/Museum	\$ 2,600	5131	Jan-11
20 HVAC Control Programing - Fire Station 1	\$ 5,910	5131	Jan-11
21 Elevator Repair (Door Edges) - CCAE / Concert Hall	\$ 4,067	5131	Jan-11
22 HVAC Replacment - EVCC	\$ 16,381	5131	Jan-11
23 Security System Insatll - Collection Site	\$ 2,848	5131	Jan-11
24 Gas Lines Replacement - EVCC	\$ 35,118	5131	Feb-11
25 Window Shades - PAFH / Dispatch, Investigations	\$ 5,022	5131	Feb-11
26 Boiler Repair - Central Plant	\$ 5,974	5131	Feb-11
27 Strand Lighting Repairs - CCAE/Concert Hall	\$ 3,650	5131	Feb-11
28 Fountain Controls - City Hall	\$ 1,687	5131	Mar-11
29 Boiler Repair - Central Plant	\$ 2,775	5131	Mar-11
30 Plumbing Repairs - Sports Park	\$ 2,180	5131	Apr-11
31 House Demolition - 1140 S Citrus	\$ 15,300	5131	Mar-11
32 House Demolition - 123 E 2nd	\$ 14,471	5131	Mar-11
TOTAL	\$ 300,859		



CITY OF ESCONDIDO
BUDGET ADJUSTMENT REQUEST

Date of Request: May 4, 2011

Department: Community Services

Division: Building Maintenance

Project/Budget Manager: Jerry Van Leeuwen
Name

4871
Extension

Council Date (if applicable): May 11, 2011
(attach copy of staff report)

For Finance Use Only

Log #

Fiscal Year
ear

_____ Budget Balances
_____ General Fund Accts
_____ Revenue
_____ Interfund Transfers
_____ Fund Balance

Project/Account Description	Account Number	Amount of Increase	Amount of Decrease
Fund Balance	3050-650		500,000
Professional Services	5131-650-450	400,000	
Utilities	5170-650-450	100,000	

Explanation of Request:

These transferred funds from the Building Maintenance Reserve fund balance will be moved into the Building Maintenance operating budget and used to pay utility bills for the remainder of the fiscal year. Additionally, there have been numerous unanticipated repair expenses that have created a shortfall in the operating budget.

APPROVALS

Department Head

5/4/2011
Date

City Manager

Date

Finance

5/4/11
Date

City Clerk

Date

Distribution (after approval):

Original: Finance

FM105 (Rev. 11/06)