Version 88 2/7/2017

# REQUEST FOR BUDGET ADJUSTMENT

		F 41	•				
		Executive					
	Reference No				Forl	Fiscal Year:	2017
	Requesting Organization			IL	Date	of Request:	24-Apr-17
	Budget Adjust Type(s)	): New Initiativ	ve	One	Time Chan	ge (Y or N):	N
		FTE Reque	st			ar's impact: (	\$3,155,000
					A11.0	TE Change:	4.00
	Description and Justi						
	Contract Jail Beds & FTE's	: The Sheriff's	Office is reque	sting funding	to start contra	acting with other	r County Jails
	for beas beginning in May	2017. The fund	ing request cor	isists of navir	na the cost of t	the hade for 2 r	months (May 0
- 1	June 2017) at a rate of \$52	the cost per be	150 beds (\$47	5,800). After	the initial two	months, beginn	ning in July the
- 1	State will contribute half of of the June budget process	The funding	a. (vve will be r	equesting an	additional \$1	,423,500 (300 )	beds) as part
	of the June budget process contracting and transportat	ion of inmates	related to contr	acting bode in	E's that are re	quired to mana	age the
1	requested for the FTE's is f	for 8 months (\$	229.060) and w	ill be annuali	zed in 2018	es, The amoun	it of funding
		(φ.	===,000) and w	annuan	260 III 2016.		
L			W. W. W. W.				
Γ			Fund In	npact			
- [4	CLIBARA A DV OF FLIND			·paot			
	SUMMARY OF FUND IMPACT BY FUND:				,	*	1 6
1	FUND.	110 GENERAL FUND			tryme	impact.	To se
1	Fund Impact (Budgetary)				mitigant	-d, b, a	idd to
_	Fund Impact (Transfers)	(\$704,860) \$0				HI OF	m. Hone
	TOTAL FUND IMPACT	(\$704,860)			8/age	45 and	ex 1sting
_		(\$704,000)			cants.	appropria	bors. The
S	SUMMARY OF CNTY FUNDING IT	MPACT BY DEDT			impact	should be	to be edd, towned easting tours. The rentral.
	DEPT			EXPENSE	BAL SHEET		
9	120000700 CORRECTIONS BUR		0			CNTY FUNDI	
	120000800 JAIL PROCESSING		0	475,80 143,12		0 475,	- V
	120001100 JAIL SECURITY		0	85,93		0 143,:	
Т	OTALS		0	704,86			
_	0 704,860 0 704,860						
Approvals							
D	ivision Director:		,		Date:		
			1///	1	Date.	, ,	
D	ept. or Elected Fiscal Mgr:	ano	The INTH	*	Date:	4/24/17	7
		#	7			1111	
D	ept. Dir. or Elected Official:	James	m Un	and s	Date:	4/70/1	2
_		10				1/ ->//	
	acilities Division Director:				Date:		
(	Capital Projects Only)	1	1				
C	hief Financial Officer:	VI AR	Λ		4	1/2/1/17	
0	mer Financial Officer:	1			Date:	16611	
		O - Ap	prove X	4			
M	ayor or Designee:	C 1000	AT 1100	1/	D. L	1101117	
	, <u></u>	An	prove	W_	Date:	1146114	
		Λþ	PIONE				
C	ouncil Action:				Date:		

Approve

Page 1 of 2

Mayor Financial Administration

		Budg	get Adjustme	nt Detail		
dget Year:	2017	_	* Requesting D		0000 COUNTY JAIL	
dget Period:	Pre-June Interim 🔻	* Req Item No:	912000IA03 -	* Adjustment Title:	Contract Jail Beds & FTE's	
ustment Type(s	New Initiative	<u>*</u>	FTE Request	-		
Expense Bu	dget String(s):					
FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
110	091	9120000700	639025	GR001		475,800
110	091	9120001100	601035	GV014		30,334
110	091	9120001100	603005	GV014		2,328
110	091	9120001100	603030	GV014		9,257
110	091	9120001100	603040	GV014		146
110	091	9120001100	603050	GV014		8,129
110	091	9120001100	605010	GV014		743
110	091	9120001100	667030	GV014		30,000
110	091	9120001100	615030	GV014		3,000
110	091	9120001100	619005	GV014		2,000
			TOTAL EX	(PENDITURE CHANGE	_	\$561,737
			TOTAL EXPENDITURE	<b>CHANGES (ALL TABS)</b>	)	\$704,860
Revenue Bud	dget String(s):					
			T			
FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
				4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4 4		
				1 100-100 100 100 100 100 100 100 100 10		
			100000000000000000000000000000000000000			
			TOTA	L REVENUE CHANGE:		\$0
					=	
Balance Shee	et String(s): Ral shee	et strings only required for	Proprietary Fund adjustments	check if applicable	=	
A STATE OF THE STA	Ot 7 Parshet	statings only required for	r roprietary rund adjustments	, crieck ii applicable.		
FUND	SUB-	DEPT ID	BAL. SHEET	ACCOUNT	AMOL	JNT
			BAL_SHT			
			BAL_SHT	S- 90548 5-10-		
331			BAL_SHT			
•				NCE SHEET CHANGE:		\$0
					_	Ψο
* One T	ime Change (Y or N):	N		No. of New FTEs:	4.00	(2)
If No	o, next year's impact:	\$3,155,000	No of Ne	w Time Limited FTEs:		(2)
	-,	Ψ0,100,000	<b>-</b> ,	of Transferred FTEs:		
			NO.	No. of Other FTEs:		(2)
Fund Balance	Transfere			Ho. of Other Fies.	0.00	(2)
From Fund	From Dept ID	To Fund	To Dept ID	Amount	]	
				1740 - 01 100 100 100 100 100 100 100 100 1		
		001W36 08		- 1000		
					1	

The Sheriff's Office is requesting funding to start contracting with other County Jails for beds beginning in May 2017. The funding request consists of paying the cost of the beds for 2 months (May & June 2017) at a rate of \$52.00 per day for 150 beds (\$475,800). After the initial two months, beginning in July the State will contribute half of the cost per bed. (We will be requesting an additional \$1,423,500 (300 beds) as part of the June budget process.) The funding request also inlcudes 4 FTE's that are required to manage the contracting and transportation of inmates related to contracting beds in other Counties. The amount of funding requested for the FTE's is for 8 months (\$229,060) and will be annualized in 2018.

(1) If the request is for a grant, include the dates the grant will expire and what obligations are required of the County after the grant expires.

# REQUEST FOR INTERIM/JUNE/YEAR-END BUDGET ADJUSTMENT (Additional Detail)

#### Expense Budget String(s):

FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
110	091	9120000800	601015	GS001		46,382
110	091	9120000800	601030	GS001		43,332
110	091	9120000800	603005	GS001		6,874
110	091	9120000800	603025	GS001		7,521
110	091	9120000800	603030	GS001		15,718
110	091	9120000800	603040	GS001		430
110	091	9120000800	603050	GS001		21,298
110	091	9120000800	605005	GS001		815
110	091	9120000800	605010	GS001		753
						-349
			100 to 10			

\$143,123

#### Revenue Budget String(s):

FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
	-					
		200000000000000000000000000000000000000				
						***************************************
		1.000000				
	8					
	50					
						40//
						-
						No. of the Contract of the Con
	100000					
						0 10 - 0 - 0 - 0 - 0 - 0 - 0 - 0 - 0 - 0
					×	

\$0

## **Position Management Information**

INSTRUCTIONS: Complete one section for each position. To facilitate efficient execution of HR actions, please complete ALL fields as requested. TO fields are required for all position actions while FROM fields only need to be entered for position transfers. Print pages for completed sections and attach to the budget adjustment form.

<b>5</b> 10 1	
Position 1	
Position Number (For changes to existing positions)	
Existing/Proposed Job Start Date	5/1/2017
Existing/Proposed Job Code	767-5
Existing/Proposed Job Title	Corrections Officer
Position Type: Full-Time (FT), Part-Time (PT)	FT
Time Limited? Yes / No	No
If Time Limited , expected expiration date	
Location Code (four digit number)	1003
Fund	To: 110 From:
PS/BRASS Sub Department Id	To: 9120001100 From:
Reports To Position Number	
Reports To Job Title	Corrections Sergeant
FTE (Example: .50 / .75 / 1.0)	To: 1 From:
Action Type: (New position (N), New TL (TL), Reclassification (R),	
Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))	Penicol
Talisier (1), FTE Gliange/Re-Allocation (RA), Abblish (A), Other (O))	N .
Position 2	
Position Number (For changes to existing positions)	
Existing/Proposed Job Start Date	5/1/2017
Existing/Proposed Job Code	
Existing/Proposed Job Code  Existing/Proposed Job Title	345
	Corrections Sergeant
Position Type: Full-Time (FT), Part-Time (PT)	FT
Time Limited? Yes / No	No
f Time Limited , expected expiration date	
ocation Code (four digit number)	1003
fund	To: 110 From:
PS/BRASS Sub Department Id	To: 9120000800 From:
Reports To Position Number	
Reports To Job Title	Corrections Lieutenant
TE (Example: .50 / .75 / 1.0)	To: 1 From:
Action Type: (New position (N), New TL (TL), Reclassification (R),	
ransfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))	
Tansier (1), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))	N
5	
Position 3	
osition Number (For changes to existing positions)	
xisting/Proposed Job Start Date	5/1/2017
xisting/Proposed Job Code	725_2
	Corrections Specialist
Position Type: Full-Time (FT), Part-Time (PT)	Corrections Specialist FT
Position Type: Full-Time (FT), Part-Time (PT) Time Limited? Yes / No	
Position Type: Full-Time (FT), Part-Time (PT) Time Limited? Yes / No f Time Limited , expected expiration date	FT
Position Type: Full-Time (FT), Part-Time (PT) Time Limited? Yes / No Time Limited , expected expiration date	FT
Position Type: Full-Time (FT), Part-Time (PT) Time Limited? Yes / No If Time Limited , expected expiration date Location Code (four digit number) Tund	FT No
Position Type: Full-Time (FT), Part-Time (PT) Time Limited? Yes / No If Time Limited , expected expiration date Location Code (four digit number) Tund	FT No 1003
Position Type: Full-Time (FT), Part-Time (PT) Time Limited? Yes / No Time Limited , expected expiration date Ocation Code (four digit number) Tund PS/BRASS Sub Department Id	FT No 1003 To: 110 From:
Position Type: Full-Time (FT), Part-Time (PT) Time Limited? Yes / No Time Limited , expected expiration date Ocation Code (four digit number) Tund PS/BRASS Sub Department Id Reports To Position Number	FT No 1003  To: 110 From: To: 9120000800 From:
Position Type: Full-Time (FT), Part-Time (PT)  Time Limited? Yes / No  Time Limited , expected expiration date  Ocation Code (four digit number)  und  S/BRASS Sub Department Id  Reports To Position Number  Reports To Job Title	FT No  1003  To: 110 From: To: 9120000800 From:  Corrections Sergeant
Position Type: Full-Time (FT), Part-Time (PT) Time Limited? Yes / No Time Limited, expected expiration date ocation Code (four digit number) Fund Find Seports To Position Number Reports To Job Title TE (Example: .50 / .75 / 1.0)	FT No 1003  To: 110 From: To: 9120000800 From:
Position Type: Full-Time (FT), Part-Time (PT)  Time Limited? Yes / No  Time Limited, expected expiration date  ocation Code (four digit number)  Fund  PS/BRASS Sub Department Id  Reports To Position Number  Reports To Job Title  TE (Example: .50 / .75 / 1.0)  Action Type: (New position (N), New TL (TL), Reclassification (R),	FT No  1003  To: 110 From: To: 9120000800 From:  Corrections Sergeant
Position Type: Full-Time (FT), Part-Time (PT)  Time Limited? Yes / No  If Time Limited , expected expiration date Docation Code (four digit number)  Time Limited , expected expiration date Docation Code (four digit number)  Time Limited , expected expiration date Docation Code (four digit number)  Time Limited , expected expiration date Docation Code (four digit number)  Reports To Position Number  Reports To Job Title  TE (Example: .50 / .75 / 1.0)  Action Type: (New position (N), New TL (TL), Reclassification (R),	FT No  1003  To: 110 From: To: 9120000800 From:  Corrections Sergeant
Position Type: Full-Time (FT), Part-Time (PT)  Time Limited? Yes / No  Time Limited, expected expiration date  ocation Code (four digit number)  Fund  PS/BRASS Sub Department Id  Reports To Position Number  Reports To Job Title  TE (Example: .50 / .75 / 1.0)  Action Type: (New position (N), New TL (TL), Reclassification (R),  Fransfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))	FT No  1003  To: 110 From: To: 9120000800 From:  Corrections Sergeant To: 2 From:
Position Type: Full-Time (FT), Part-Time (PT)  Time Limited? Yes / No  If Time Limited , expected expiration date Pocation Code (four digit number)  Time Limited , expected expiration date Pocation Code (four digit number)  Time Limited , expected expiration date Pocation Code (four digit number)  Position Code (four digit number)  Reports To Position Number  Reports To Position Number  Reports To Job Title  TE (Example: .50 / .75 / 1.0)  Rection Type: (New position (N), New TL (TL), Reclassification (R), ransfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))  Total No. of New FTEs:	FT No  1003  To: 110 From: To: 9120000800 From:  Corrections Sergeant To: 2 From:
Existing/Proposed Job Title Position Type: Full-Time (FT), Part-Time (PT) Fime Limited? Yes / No  If Time Limited, expected expiration date Ocation Code (four digit number) Fund PS/BRASS Sub Department Id Reports To Position Number Reports To Job Title FTE (Example: .50 / .75 / 1.0) Action Type: (New position (N), New TL (TL), Reclassification (R), Fransfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))  Fotal No. of New FTEs: Fotal No. of New Time Limted FTEs:	FT No  1003  To: 110 From: To: 9120000800 From:  Corrections Sergeant To: 2 From:  N
Position Type: Full-Time (FT), Part-Time (PT)  Fime Limited? Yes / No  If Time Limited , expected expiration date  Location Code (four digit number)  Fund  PS/BRASS Sub Department Id  Reports To Position Number  Reports To Job Title  FTE (Example: .50 / .75 / 1.0)  Action Type: (New position (N), New TL (TL), Reclassification (R),  Fransfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))  Fotal No. of New FTEs:	FT No  1003  To: 110 From: To: 9120000800 From:  Corrections Sergeant To: 2 From:  N

(a) Totals will transfer to the "Adj Request" tab's FTE section.

Council Approval sec	tion below to be	completed on	ly by Council Staff an	d to be submitted to HR for final processing.
Council Approved:	Yes:	No:	Date:	Signature:

### REQUEST FOR BUDGET ADJUSTMENT

# Reference No: 605000IA04 For Fiscal Year: 2017 Requesting Organization: 60500000 INFORMATION SVCS Date of Request: 21-Apr-17 Budget Adjust Type(s): FTE/Position Reclass One Time Change (Y or N): N If No, next year's impact: \$0

Net FTE Change: 0.00

### **Description and Justification:**

Vacant Reclassifications: Information Services has experienced recent turnover and evaluated organizational needs prior to filling the vacant positions. This request is to reclassify two Business Analyst positions and two administrative positions. The combined effect results in there not being any anticipated budget impact this year, or in future years.

# **Fund Impact**

SUMMARY OF FUND IMPACT	BY FUND
FUND:	110 GENERAL FUND
Fund Impact (Budgetary)	\$0
Fund Impact (Transfers)	\$0
TOTAL FUND IMPACT	\$0

SUMMARY OF CNTY FUNDING IMPAC	T BY DEPT			
DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
TOTALS	0	C	0	0

	Approvals	
Division Director:	leffor	Date: 4-26-17
Dept. or Elected Fiscal Mgr:	Jally	Date: 4-26-17
Dept. Dir. or Elected Official:	MA	Date: 4-26-17
Facilities Division Director:		Date:
(Capital Projects Only)  Chief Financial Officer:		Date: 4-27-17
Mayor or Designee:	En Approved	Date: 17
O compail A stierre	Approve	Deter
Council Action:	Approve	Date:

		Budg	get Adjustme	nt Detail		
et Year:	2017	<u>-</u> a	* Requesting D	epartment: 6050	0000 INFORMATION SVCS	
et Period:	Pre-June Interim •	* Req Item No:	605000IA04	* Adjustment Title:	Vacant Reclassifications	
ment Type(s)	: FTE/Position Reclas	s +				-
Expense Bud	iget String(s):	This adjustment involve	es a reclass; while the next	/ear's financial impact may	be presented, no actual budg	get adjustment is red
FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
110	060	6050000000	601030			
						4.5
			TOTAL EX	PENDITURE CHANGE		
					-	
Revenue Bud	get String(s):					
FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
11000						
				135 5330 55705		
		-				
			TOTA	L REVENUE CHANGE:		4-3-3-10
Balance Shee	t String(s): Falshee	et strings only required for	Proprietary Fund adjustments	; check if applicable.	=	
FUND	SUB-	DEPT ID	BAL. SHEE	ACCOUNT	AMOUI	NT
			BAL_SHT	*		
			BAL_SHT BAL_SHT			
	•		The state of the s	NCE SHEET CHANGE:	V	
* One Ti	me Change (Y or N):	N		No. of New FTEs:	0.00 (2	?)
	, next year's impact:	\$0		w Time Limited FTEs:	0.00 (2	?)
			No.	of Transferred FTEs: No. of Other FTEs:	<u>0.00</u> (2	
Fund Balance	Transfers:			No. of Other Fies:	3.75 (2	/
		To Female	T- D- 110	A	1	
From Fund	From Dept ID	To Fund	To Dept ID	Amount	1	
		1000			1	
					1	
					1	

Information Services has experienced recent turnover and evaluated organizational needs prior to filling the vacant positions. This request is to reclassify two Business Analyst positions and two administrative positions. The combined effect results in there not being any anticipated budget impact this year, or in future years.

(1) If the request is for a grant, include the dates the grant will expire and what obligations are required of the County after the grant expires.

	Position	Grade	Salary	>	Health	ŧ	Dental		LTD	ᄑ	FICA	401k	14	æ	Retirement	Life	<b>a</b> 1	AD	AD&D	Total	Tes
									0	0.005	0.0765	65									
Budgeted		<b>GEN 14</b>	\$	56,652	s	16,386	\$	1,056	\$	276 \$	4,332	32		S	10,464	\$	36	ıo		S	89,202
Proposed	HR Coordinator	GEN 13	\$	47,085	\$	16,386	\$	1,056	s	235 \$	3,602	)2		\$	8,711	\$ 1	36	36 \$	12	·s	77,123
Difference			\$	9,567	\$		\$	1	\$	41 \$	73	730 \$	1	\$	1,753	3 \$	1	S	(12)	\$ (	12,079
Budgeted		<b>TRD 16</b>	\$	88,788	s	5,514	s,	552	\$	432 \$	6,792	32		₩.	16,404	\$	36	\$	12	S	118,530
Proposed	Senior GIS Analyst	<b>TRD 16</b>	s	79,406 \$	₹>	16,386	\$	1,056 \$		397 \$	6,075	75		Ş	14,690	\$ (	36	\$ 5	12	S	118,058
Difference			ş	9,382	\$	(10,872) \$	\$	(504)	\$	35 \$	17	717 \$	,	Ş	1,714	\$	1	\$		\$	472
Budgeted		<b>TRD 16</b>	\$	102,624	S	12,126	Ş	969	\$	492 \$	7,848	8		Ş	18,960	\$	36	\$	12	\$	142,794
Proposed	<b>Business Technology Partner</b>	<b>TRD 21</b>	\$	108,735	\$	16,386	\$	1,056 \$		544 \$	8,318	8		Ş	20,116	\$	36	5	12	S	155,203
Difference			\$	(6,111)	ş	(4,260) \$	\$	(360)	\$	(25)	(47	(470) \$		\$	(1,156)	\$ (9	1	\$	1	\$	(12,409)
Budgeted	Customer Support Tech	<b>GEN 10</b>	\$	35,976	s	9,417	\$	528	\$	168 \$	2,748	∞		\$	6,648	\$	36	5	12	S	55,533
Proposed	Office Coordinator	<b>GEN 12</b>	\$	30,150	Ş	16,386	s	1,056 \$	Ş	151 \$	2,306	9(		\$	5,578	\$	36	\$	12	s	55,675
Difference			Ş	5,826	Ş	\$ (696'9)	\$	(528)	\$	17 \$	44	442 \$	1	\$	1,070	\$ (	1	\$	ı	s	(142)
Annual Bu	Annual Budget Impact		s	18,664 \$	\$	(22,101) \$		\$ (268'1)	\$	41 \$	1,419	\$ 61	'	S	3,381	\$	1	\$	(12)	\$	0

# **Position Management Information**

INSTRUCTIONS: Complete one section for each position. To facilitate efficient execution of HR actions, please complete ALL fields as requested. TO fields are required for all position actions while FROM fields only need to be entered for position transfers. Print pages for completed sections and attach to the budget adjustment form.

Position 1				
Position Number (For changes to existing positions)	ī		3462	***************************************
Existing/Proposed Job Start Date	+		1/2017	
Existing/Proposed Job Code	-		251	
Existing/Proposed Job Title	-	Office Manag	er/HR Coordin	ator
Position Type: Full-Time (FT), Part-Time (PT)	1	Office Mariay	FT Coordin	ator
Time Limited? Yes / No			No	
If Time Limited , expected expiration date	+		NO	
Location Code (four digit number)	+		1152	
Fund	To:			110
PS/BRASS Sub Department Id		110	From:	110
Reports To Position Number	To:	6050000110	From:	6050000110
Reports To Job Title	-		3423	10104004100
FTE (Example: .50 / .75 / 1.0)	T	Associate Director,		inistration
	To:	1	From:	
Action Type: (New position (N), New TL (TL), Reclassification (R),				
Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))			R	
	I			
Position 2				
Position Number (For changes to existing positions)			3482	
Existing/Proposed Job Start Date			1/2017	2 27 10 20
Existing/Proposed Job Code			770	100 10 000
Existing/Proposed Job Title		Business Analyst/Bus		oov Partner
Position Type: Full-Time (FT), Part-Time (PT)	<u> </u>	Sub-11000 / Wilding of Buc	FT	yg) i di tiloi
Time Limited? Yes / No			No	
f Time Limited , expected expiration date	T .		110	
Location Code (four digit number)	<u> </u>		1152	
Fund	To:	110	From:	110
PS/BRASS Sub Department Id	To:	6050000510	From:	6050000130
Reports To Position Number	10.		7835	0030000130
Reports To Job Title				
FTE (Example: .50 / .75 / 1.0)	T	Associate Director		igement
1 TE (Example: :007:107 1:0)	To:	1	From:	
Action Type: (New position (N), New TL (TL), Reclassification (R),				
Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))			_	
			R	
Position 3				
Position Number (For changes to existing positions)	T		3441	
Existing/Proposed Job Start Date			1/2017	
Existing/Proposed Job Code	<u> </u>		65-2	
Existing/Proposed Job Title	-	Customer Support		ordinator
Position Type: Full-Time (FT), Part-Time (PT)		Customer Support	FT	DI GII I I I I I I I I I I I I I I I I I
Time Limited? Yes / No			No	
f Time Limited , expected expiration date			INO	*
Location Code (four digit number)			1152	
Fund	Tei			440
PS/BRASS Sub Department Id	To:	110 6050000110	From: From:	110 6050000110
Reports To Position Number	10.		+rom: 3423	01.1.0000000
Reports To Job Title				pietretiae
TE (Example: .50 / .75 / 1.0)		Associate Director, F		nistration
	To:	0.75	From:	
action Type: (New position (N), New TL (TL), Reclassification (R),				
ransfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))			D	
			R	
Total No. of New FTEs:			0	***
otal No. of New Time Limted FTEs:	10000 NOV 11			
otal No. of Transferred FTEs:			0	
			0	
Total No. of Other Actions:			3.75	

(a) Totals will transfer to the "Adj Request" tab's FTE section.

Council Approval section below to be completed only by Council Staff and to be submitted to HR for final processing.						
Council Approved:	Yes:	No:	Date:	Signature:		

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Position 4		1209 1911		•
Position Number (For changes to existing positions)			3487	
Existing/Proposed Job Start Date			5/1/2017	
Existing/Proposed Job Code			770	
Existing/Proposed Job Title		Business An	alyst/Senior GI	S Analyst
Position Type: Full-Time (FT), Part-Time (PT)			FT	
Time Limited? Yes / No			No	
If Time Limited , expected expiration date				
Location Code (four digit number)			1152	
Fund	To:	110	From:	110
PS/BRASS Sub Department Id	To:	6050000410	From:	6050000251
Reports To Position Number			3465	
Reports To Job Title		N	Manager, GIS	
FTE (Example: .50 / .75 / 1.0)	To:	11	From:	
Action Type: (New position (N), New TL (TL), Reclassification (R), Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))			R	

#### REQUEST FOR BUDGET ADJUSTMENT **Executive Summary** Reference No: 250000FTE03 For Fiscal Year: 2017 Requesting Organization: 25000000 LIBRARY Date of Request: 20-Apr-17 Budget Adjust Type(s): FTE/Position Reclass One Time Change (Y or N): N If No, next year's impact: \$14,958 Net FTE Change: 0.00 Description and Justification: LIB FTE Reclass Requests: Smith Library - 0.25 FTE Shelver Allocation #3129 added to #3201 0.75FTE Librarian to make it full time. As we continue to serve under-served populations, including teens, persons with low incomes and refugees, our programming and outreach services needs increase. We want to be able to provide additional early literacy programming and job growth opportunities to our community. This allocation is better served in a professional librarian capacity. Unused .25 shelver allocation will be re-allocated at a later date. Hunter Library - 1 FTE Librarian #3194 to Asst Llbrary Manager - The Hunter branch has historically had an assistant manager in the branch. Last year when the Assistant Manager retired we reclassified that position to a Public Service Librarian to accommodate the additional desk coverage needed to allow the branch supported Senior Librarian to move full-time Outreach and Programming. After nearly a year using this model, the library management assessed the customer service and supervision in the branch and feel that the assistant manager position is still needed at the branch. This will support the branch manager when she is away from the branch to pursue her community engagement commitment. Jail Library Assistant - The incumbent #3039 in this position has vast knowledge of both the Library System and the Corrections Department who run the facility. His work is very much a lead position, ensuring a quality of consistent service inside the jail. He provides ongoing training to the prisoner workers who come into the jail to work. The extra 10 hours from #2987 will allow him to work on additional projects including: Managing the Quarantine collection, Assisting with Pull Lists and deletions, and Processing Donations. Technical Services Acquisition Librarian #7982 - Library Services currently has 3 acquisition librarians who manage all print audio and visual (AV)

## **Fund Impact**

collection and all digital AV. To improve efficiencies and ability to manage the book genre collection at the system level we would like to add an

acquisition librarian to centrally select and manage the romance, science fiction and mystery print collections.

SUMMARY OF FUND IMPACT	F BY FUND
FUND:	360 LIBRARY FUND
Fund Impact (Budgetary)	\$0
Fund Impact (Transfers)	\$0
TOTAL FUND IMPACT	\$0

SUMMARY OF CNTY FUNDING IMPACT BY DEPT						
DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING		
TOTALS	0	0	0	0		

	Approvals	3		
Division Director:	James D. Cooper Digitally signed by James D. Cooper Date: 2017.04.20 10:53:56 -06'00'	Date:		process and the second
Dept. or Elected Fiscal Mgr	· · · · · · · · · · · · · · · · · · ·	Date:		
Dept. Dir. or Elected Officia	Holly Yocom Digitally signed by Holly Yocom Date: 2017.04.24 11:22:12	Date:	( <del>-</del>	
Facilities Division Director:		Date:		
(Capital Projects Only)  Chief Financial Officer:	Approve	Date:	4/24/17-	
Mayor or Designee:	Eun Avuik Approve	_Date:	410417	
Council Action:	Annava	Date:		Version 87 8/19/2016
Mayor Financial Administration	Approye 1 of 2			3/10/2010

Year:	2017	_	* Requesting De	epartment: 2500	0000 LIBRARY	
Period:	Pre-June Interim	* Req Item No:	250000FTE03 •	* Adjustment Title:	LIB FTE Reclass Requests	
nent Type(s)	FTE/Position Reclas	s •		<b>*</b>		
	get String(s):	This adjustment involve	es a reclass; while the next v	ear's financial impact may	be presented, no actual budg	et adjustment is i
FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT		PROJECT ID (CAP)	AMOUNT
360	020	2500000000	601030	(4.17		
				mes and		**
						· · · · · · · · · · · · · · · · · · ·
****						
			TOTAL EX	PENDITURE CHANGE	•	
			TOTAL LA	FENDITURE CHANGE		
Revenue Bud	aet String(s):		TOTALLA	FENDITURE CHANGE	·                       =	
	get String(s):		50 LC 505 SC 50 LC 50		=	
Revenue Bud FUND	get String(s):	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
		SUB-DEPT ID	50 LC 505 SC 50 LC 50		=	AMOUNT
		SUB-DEPT ID	50 LC 505 SC 50 LC 50		=	AMOUNT
		SUB-DEPT ID	50 LC 505 SC 50 LC 50		=	AMOUNT
		SUB-DEPT ID	50 LC 505 SC 50 LC 50		=	AMOUNT
		SUB-DEPT ID	50 LC 505 SC 50 LC 50		=	AMOUNT
		SUB-DEPT ID	50 LC 505 SC 50 LC 50		=	AMOUNT
		SUB-DEPT ID	50 LC 505 SC 50 LC 50		=	AMOUNT
		SUB-DEPT ID	50 LC 505 SC 50 LC 50		=	AMOUNT
		SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
		SUB-DEPT ID	REVENUE ACCOUNT		PROJECT ID (CAP)	AMOUNT
FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
FUND	AGENCY		REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
FUND	AGENCY  t String(s):   Bal shee	et strings only required for	REVENUE ACCOUNT  TOTA  Proprietary Fund adjustments	PROG/ACT ID (OPT)  AL REVENUE CHANGE:  The check if applicable.	PROJECT ID (CAP)	
FUND	AGENCY  t String(s):   Bal shee		TOTA  Proprietary Fund adjustments  BAL. SHEET	PROG/ACT ID (OPT)  AL REVENUE CHANGE:  C; check if applicable.	PROJECT ID (CAP)	
FUND	AGENCY  t String(s):   Bal shee	et strings only required for	TOTA  Proprietary Fund adjustments  BAL. SHEET  BAL_SHT	PROG/ACT ID (OPT)  AL REVENUE CHANGE:  C; check if applicable.	PROJECT ID (CAP)	
FUND	AGENCY  t String(s):   Bal shee	et strings only required for	TOTA  Proprietary Fund adjustments  BAL. SHEET	PROG/ACT ID (OPT)  AL REVENUE CHANGE:  C; check if applicable.	PROJECT ID (CAP)	
FUND	AGENCY  t String(s):   Bal shee	et strings only required for	TOTA  Proprietary Fund adjustments  BAL. SHEET BAL_SHT BAL_SHT BAL_SHT	PROG/ACT ID (OPT)  AL REVENUE CHANGE:  C; check if applicable.	PROJECT ID (CAP)	
FUND	t String(s):   Bal shee	et strings only required for	TOTA  Proprietary Fund adjustments  BAL. SHEET BAL_SHT BAL_SHT BAL_SHT	PROG/ACT ID (OPT)  AL REVENUE CHANGE:  C); check if applicable.	PROJECT ID (CAP)	
FUND  Balance Shee	t String(s):   Bal shee	et strings only required for	Proprietary Fund adjustments  BAL. SHEET BAL_SHT BAL_SHT TOTAL BALA	PROG/ACT ID (OPT)  AL REVENUE CHANGE:  C); check if applicable.	PROJECT ID (CAP)	
FUND  Balance Shee	AGENCY  t String(s):   Bal shee	et strings only required for	Proprietary Fund adjustments  BAL. SHEET BAL_SHT BAL_SHT TOTAL BALA	PROG/ACT ID (OPT)  AL REVENUE CHANGE:  Check if applicable.  T ACCOUNT	PROJECT ID (CAP)  AMOU	NT
FUND  Balance Shee	t String(s):   Bal shee	et strings only required for	TOTAL Proprietary Fund adjustments  BAL_SHT BAL_SHT BAL_SHT TOTAL BALA  No. of Ne	PROG/ACT ID (OPT)  AL REVENUE CHANGE:  Check if applicable.  T ACCOUNT  ANCE SHEET CHANGE:  No. of New FTEs:	AMOU  0.00 (7	NT (2) (2) (2)

From Fund	From Dept ID	To Fund	To Dept ID	Amount
			24	

Smith Library - 0.25 FTE Shelver Allocation #3129 added to #3201 0.75FTE Librarian to make it full time. As we continue to serve under-served populations, including teens, persons with low incomes and refugees, our programming and outreach services needs increase. We want to be able to provide additional early literacy programming and job growth opportunities to our community. This allocation is better served in a professional librarian capacity. Unused .25 shelver allocation will be re-allocated at a later date.

Hunter Library - 1 FTE Librarian #3194 to Asst Llbrary Manager - The Hunter branch has historically had an assistant manager in the branch. Last year when the Assistant Manager retired we reclassified that position to a Public Service Librarian to accommodate the additional desk coverage needed to allow the branch supported Senior Librarian to move full-time Outreach and Programming. After nearly a year using this model, the library management assessed the customer service and supervision in the branch and feel that the assistant manager position is still needed at the branch. This will support the branch manager when she is away from the branch to pursue her community engagement commitment.

Jail Library Assistant - The incumbent #3039 in this position has vast knowledge of both the Library System and the Corrections Department who run the facility. His work is very much a lead position, ensuring a quality of consistent service inside the jail. He provides ongoing training to the prisoner workers who come into the jail to work. The extra 10 hours from #2987 will allow him to work on additional projects including: Managing the Quarantine collection, Assisting with Pull Lists and deletions, and Processing Donations.

Technical Services Acquisition Librarian #7982 - Library Services currently has 3 acquisition librarians who manage all print audio and visual (AV) collection and all digital AV. To improve efficiencies and ability to manage the book genre collection at the system level we would like to add an acquisition librarian to centrally select and manage the romance, science fiction and mystery print collections.

		22,041 (Vacant) to be added to Pos #3039 below 38,904 Incumbent Gentry Densley 30 to 40 hours / week 50,646 (10,299)	27,585 (Vacant) C. Brookham 20,592 . 25 will remain for future reclassification request 52,296 (Vacant) M. Ashley 70,114 10,826	87,015 Vacant eff 4/1 (Sharon Peters) 78,901 (8,114)	20,496 Vacant (Kelley Konzak) 23,855 Vacant (Joan Christensen) 12,006 Vacant (Jennifer Snow) 78,901 22,545
	TOTALS		27,585 20,592 52,296 70,114	\$ 87,015 \$ 78,901 \$ (8,114)	\$ 20,496 \$ 23,855 \$ 12,006 \$ 78,901 <b>\$ 22,545</b>
603050	Health Ins.	\$ 13,605 \$ \$ 3,636 \$ \$ \$ 3,636 \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$ \$	\$ 13,605 \$ 13,605 \$ 9,468 \$ \$ 17,490 \$ \$ 8,022 \$	\$ 14,703 \$ \$ 17,490 \$ \$ 2,787	\$ 3,624 \$ 1,529 \$ 1,812 \$ 17,490 \$ 10,526
603045	401K	\$ 114 \$ - \$ - \$ -	192 94 576 708	827	228
603040	LTD	\$ 36 \$ \$ 132 \$ \$ 178 \$ \$ 10 \$	\$ 48 \$ 27 \$ 5 168 \$ 5 202 \$ \$ 13 \$	\$ 276 \$ \$ 236 \$ \$ (40) \$	\$ 60 \$ \$ 84 \$ \$ 36 \$ \$ 236 \$
603025 6	Reti	1,014 5,148 6,855 <b>693</b>	1,680 840 5,148 6,328		2,028 3,258 1,488 7,385 <b>611</b>
603005 6	FICA	516 \$ 2,136 \$ 2,841 \$ 189 \$	864 \$ 428 \$ 2,616 \$ 3,225 \$ 173 \$	4,368 3,764 (604)	1,032 \$ 1,347 \$ 612 \$ 3,764 \$
601030 6	Salary (Merit)	6,756 \$ 27,852 \$ 37,136 \$ 2,528 \$	11,196 \$ 5,598 \$ 34,320 \$ 42,160 \$ 2,242 \$	1.00 \$ 57,120 \$ 1.00 \$ 0.00 \$ 0.00 \$ 0.00 \$	13,524 \$ 17,637 \$ 8,058 \$ 49,200 \$ 9,981 \$
Н	FTE	0.25 \$ 0.75 \$ 1.00 \$ 0.00 \$	0.50 \$ 0.25 \$ 0.75 \$ 1.00 \$	1.00 \$	0.50 \$ 0.25 \$ 0.25 \$ 1.00 \$
	Grade	12 0	7 0 7 0 114 0 114 0 114 0	14 1	10 01 15 0 15 15 15 15 15 15 15 15 15 15 15 15 15
	Job Code	408 409 409	467 467 413 <b>413</b>	413	408 232 467 189
	Job Title	Customer Service Spec Library Assistant Library Assistant Net Impact	Library Shelver Library Shelver Librarian Librarian Net Impact	Librarian Asst Library Manager Net Impact	Customer Service Spec Senior Librarian Library Shelver Acquisition Librarian Net Impact
	Position #	2987 3039 3039	3129 3129 3201 3201	3194 3194	7982 9405 3100 <b>7982</b>
	Dept ID	2500000701 250000707 2500000707	2500000715 2500000715 2500000715 2500000715	Vac Class Fr. 2500000706 To 2500000706	2500000709 2500000701 2500000720 2500000503
	유			유 <mark>호</mark>	
	Reclass Type	Vac Class Fr. Fr. To	Vac Class Fr. To Fr	Vac Class	Vac Class Fr Fr Fr To
	Ref				

\$ 14,958

## **Position Management Information**

INSTRUCTIONS: Complete one section for each position. To facilitate efficient execution of HR actions, please complete ALL fields as requested. TO fields are required for all position actions while FROM fields only need to be entered for position transfers. Print pages for completed sections and attach to the budget adjustment form.

Position 1				
Position Number (For changes to existing positions)			2987	
Existing/Proposed Job Start Date	4/1/2017			
Existing/Proposed Job Code			408	
Existing/Proposed Job Title		Custom	er Service Spec	
Position Type: Full-Time (FT), Part-Time (PT)			PT	
Time Limited? Yes / No			No	
If Time Limited, expected expiration date				
Location Code (four digit number)			1025	
Fund	To:	1935 1135	From:	
PS/BRASS Sub Department Id	To:		From:	
Reports To Position Number		3000000	2850	N-AL-
Reports To Job Title	Circulation Supervisor			
FTE (Example: .50 / .75 / 1.0)	To:	0	From:	-0.25
Action Type: (New position (N), New TL (TL), Reclassification (R), Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))			Α	

Position 2				
Position Number (For changes to existing positions)	1	V 1	3039	
Existing/Proposed Job Start Date			4/1/2017	
Existing/Proposed Job Code			409	
Existing/Proposed Job Title	-	Li	brary Asst	
Position Type: Full-Time (FT), Part-Time (PT)			PT to FT	
Time Limited? Yes / No			No	
If Time Limited, expected expiration date				
Location Code (four digit number)			1003	
Fund	To:		From:	
PS/BRASS Sub Department Id	To:		From:	
Reports To Position Number			3050	
Reports To Job Title		Libra	ary Manager	
FTE (Example: .50 / .75 / 1.0)	To:	1.0	From:	-0.75
Action Type: (New position (N), New TL (TL), Reclassification (R),				
Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))	RA			

Position 3				
Position Number (For changes to existing positions)			3129	
Existing/Proposed Job Start Date		4	/1/2017	
Existing/Proposed Job Code			467	
Existing/Proposed Job Title		Libr	ary Shelver	
Position Type: Full-Time (FT), Part-Time (PT)			PT	
Time Limited? Yes / No			No	
If Time Limited, expected expiration date				
Location Code (four digit number)			1027	
Fund	To:	5	From:	
PS/BRASS Sub Department Id	To:		From:	
Reports To Position Number			2849	
Reports To Job Title		Circulat	ion Supervisor	
FTE (Example: .50 / .75 / 1.0)	To:	0.25	From:	-0.5
Action Type: (New position (N), New TL (TL), Reclassification (R), Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))			RA	

Total No. of New FTEs:	0	a)
Total No. of New Time Limted FTEs:	0	a)
Total No. of Transferred FTEs:	0	a)
Total No. of Other Actions:	0	a)

(a) Totals will transfer to the "Adj Request" tab's FTE section.

Council Approval sec	tion below to be	completed onl	y by Council Staff an	d to be submitted to HR for final processing.	
Council Approved:	Yes:	No:	Date:	Signature:	

#### Action Type List:

N New

TL New Time Limited

R Reclass

T Transfer

A Abolish

RA Re-allocate

O Other

Reclass Flag 2

Page 2				
Position 4				
Position Number (For changes to existing positions)			3201	
Existing/Proposed Job Start Date			4/1/2017	
Existing/Proposed Job Code			413	
Existing/Proposed Job Title			Librarian	
Position Type: Full-Time (FT), Part-Time (PT)			PT to FT	200
Time Limited? Yes / No			No	
If Time Limited , expected expiration date				
Location Code (four digit number)			1027	
Fund	To:		From:	
PS/BRASS Sub Department Id	To:		From:	
Reports To Position Number			3064	
Reports To Job Title				
FTE (Example: .50 / .75 / 1.0)	To:	1	From:	-0.75
Action Type: (New position (N), New TL (TL), Reclassification (R), Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))			RA	1
Position 5	1000			
Position Number (For changes to existing positions)			3194	
Existing/Proposed Job Start Date 4/1/2017				
Existing/Proposed Job Code			413/112	
Existing/Proposed Job Title	sed Job Title Librarian/Asst Library Manager			ager
Position Type: Full-Time (FT), Part-Time (PT)			FT	
Fime Limited? Yes / No			No	
f Time Limited , expected expiration date				

i osidon s				
Position Number (For changes to existing positions)	3194			
Existing/Proposed Job Start Date	4/1/2017			
Existing/Proposed Job Code			413/112	
Existing/Proposed Job Title		Librari	an/Asst Library Man	ager
Position Type: Full-Time (FT), Part-Time (PT)			FT	
Time Limited? Yes / No		MANY TRANSPORT BASE	No	
If Time Limited , expected expiration date				
Location Code (four digit number)	1149			
Fund	To: From:			
PS/BRASS Sub Department Id	To: From:			
Reports To Position Number	3054			
Reports To Job Title	Library Manager			
FTE (Example: .50 / .75 / 1,0)	To:	1	From:	-1
Action Type: (New position (N), New TL (TL), Reclassification (R), Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))			R	

Position 6					
Position Number (For changes to existing positions)			7982		
Existing/Proposed Job Start Date			4/1/2017		
Existing/Proposed Job Code			408/189		
Existing/Proposed Job Title		Customer Serv	ice Specialist/Acquis	ition Librarian	
Position Type: Full-Time (FT), Part-Time (PT)			PT/FT		
Time Limited? Yes / No			No		
If Time Limited , expected expiration date					
Location Code (four digit number)	1176/1379				
Fund	To: From:				
PS/BRASS Sub Department Id	To: From:				
Reports To Position Number	3232				
Reports To Job Title	Sr Manager of Collections				
FTE (Example: .50 / .75 / 1.0)	To:	1	From:	-0.5	
Action Type: (New position (N), New TL (TL), Reclassification (R), Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))			R		

Position 7				
Position Number (For changes to existing positions)			9405	
Existing/Proposed Job Start Date			4/1/2015	
Existing/Proposed Job Code			232	
Existing/Proposed Job Title			Senior Librarian	
Position Type: Full-Time (FT), Part-Time (PT)			PT	
Time Limited? Yes / No	2000 1000		No	
f Time Limited , expected expiration date				
Location Code (four digit number)			1025	
Fund	To:	DEC CONTROL	From:	residential and a second
PS/BRASS Sub Department Id	To:		From:	
Reports To Position Number			3048	
Reports To Job Title			Library Manager	
FTE (Example: .50 / .75 / 1.0)	To:	0	From:	-0.25
Action Type: (New position (N), New TL (TL), Reclassification (R), Transfer (T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))			А	
Position 8				
Position Number (For changes to existing positions)			3100	
Existing/Proposed Job Start Date			4/1/2015	
xisting/Proposed Job Code			467	
Existing/Proposed Job Title			Library Shelver	
Position Type: Full-Time (FT), Part-Time (PT)			PT	
Fime Limited? Yes / No			No	
f Time Limited , expected expiration date			INU	
_ocation Code (four digit number)			4055	
Fund			1355	
PS/BRASS Sub Department Id	To:		From:	
	To:		From:	
Reports To Position Number			2819	
Reports To Job Title			Circulation Supervise	
TE (Example: .50 / .75 / 1.0)	To:	0	From:	-0.25
Action Type: (New position (N), New TL (TL), Reclassification (R), Transfer T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))				
Position 9				
Position Number (For changes to existing positions)			7-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1-1	
Existing/Proposed Job Start Date				
existing/Proposed Job Code				
xisting/Proposed Job Title				
Position Type: Full-Time (FT), Part-Time (PT)			<del></del>	
Fime Limited? Yes / No				
f Time Limited, expected expiration date				
ocation Code (four digit number)				
und	To:		From:	
PS/BRASS Sub Department Id	To:		From:	
Reports To Position Number	10.		riom:	
Reports To Job Title				
	_			
TE (Example: .50 / .75 / 1.0)	To:		From:	
Action Type: (New position (N), New TL (TL), Reclassification (R), Transfer T), FTE Change/Re-Allocation (RA), Abolish (A), Other (O))				

## REQUEST FOR INTERIM/JUNE/YEAR-END BUDGET ADJUSTMENT

Executive Summary				
Reference No: 475099IA01		For Fiscal Year:	2017	
Requesting Organization: 47509900 SOLID WASTE	<b>CAPIT</b>	<b>Date of Request:</b>	6-Apr-17	
Budget Adjust Type(s): Balance Sheet Transaction	One '	Time Change (Y or N):	Y	
	If N	lo, next year's impact:	\$0	)
		<b>Net FTE Change:</b>	0.00	
Description and Justification:				

Description and Justification:

Landfill Asphalt Repairs: Original estimate and budget for asphalt repairs at the landfill was \$50,000. A subsequent more detailed evaluation of needed repairs determined the cost would be \$250,000, an increase of \$200,000. This estimate was recently reduced to a total of \$117,000 by including only areas essential for repair, and deferring non-essential areas. This is an increase of \$67,000 from the original budget.

## **Fund Impact**

SUMMARY OF FUND IMPACT	F BY FUND
FUND:	730 SOLID WASTE MANAGEMNT FACILITY FUND
Fund Impact (Budgetary)	(\$67,000)
Fund Impact (Transfers)	\$0
TOTAL FUND IMPACT	(\$67,000)

<sup>\*</sup> Balance sheet transaction impacted

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SUMMARY OF CNTY FUNDING IMPACT BY DEP	Γ			
DEPT	REVENUE	EXPENSE	BAL SHEET	CNTY FUNDING
4750000400- SOLID WASTE ADMINISTRATION	o		0 67,000	67,000
TOTALS	0		0 67,000	67,000

Apı	provals	
Division Director:	Date:	04-07-17
Dept. or Elected Fiscal Mgr:	Date:	4-19-17
Dept. Dir. or Elected Official:	Date:	19 april 2017
Facilities Division Director: (Capital Projects Only)	Date:	
Chief Financial Officer:  Approx	Date:	4-19-17
Mayor or Designee:  Approx	TVALL Date:	410017
Council Action:  Appro	Date:	Version 87
		8/19/2016

Page 1 of 2

et Year:	2017	<del>-</del> :	* Requesting D	epartment: 47509	900 SOLID WASTE CAPITA	AL PROJECTS
et Period:	Pre-June Interim	* Req Item No:	475099IA01 -	* Adjustment Title:	Landfill Asphalt Repairs	
ment Type(s):	Balance Sheet Trans	action		Ē		
Expense Budg	et String(s):					
FUND	AGENCY	SUB-DEPT ID	EXPENSE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
	· · · · · · · · · · · · · · · · · · ·	3000	TOTAL EX	PENDITURE CHANGE:	-	
Revenue Budg	et String(s):				-	
FUND	AGENCY	SUB-DEPT ID	REVENUE ACCOUNT	PROG/ACT ID (OPT)	PROJECT ID (CAP)	AMOUNT
						Y
		L	TOTA	L REVENUE CHANGE:	_	
Balance Sheet	String(s): Bal she	et strings only required fo	r Proprietary Fund adjustments	; check if applicable.	-	
FUND	SUB-	DEPT ID	BAL. SHEET	FACCOUNT	AMOU	INT
730		0990000	135005 Projec	t ID = LF_Asp	alt	67000
	<u> </u>		BAL_SHT BAL_SHT	12		
			TOTAL BALA	NCE SHEET CHANGE:	-	\$67,0
* One Tir	ne Change (Y or N):	Y		No. of New FTEs:		2)
If No,	next year's impact:			w Time Limited FTEs: of Transferred FTEs:		(2) (2)
			NO.	No. of Other FTEs:	0.00	2)
	Transfers:					
Fund Balance						
Fund Balance	From Dept ID	To Fund	To Dept ID	Amount	Ī	

Original estimate and budget for asphalt repairs at the landfill was \$50,000. A subsequent more detailed evaluation of needed repairs determined the cost would be \$250,000, an increase of \$200,000. This estimate was recently reduced to a total of \$117,000 by including only areas essential for repair, and deferring non-essential areas. This is an increase of \$67,000 from the original budget.

(1) If the request is for a grant, include the dates the grant will expire and what obligations are required of the County after the grant expires.