

RESOLUTION NO. 2009-34

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK GROVE AMENDING THE FISCAL YEAR 2008-09 BUDGET, FISCAL YEAR 2008-13 CAPITAL IMPROVEMENT PROGRAM, AND POSITION CLASSIFICATION PLAN

WHEREAS, an overview of the City's mid-year financial condition for Fiscal Year 2008-09 was presented to the City Council; and

WHEREAS, City staff have proposed adjustments to revenues and expenditures to more accurately project estimates for Fiscal Year 2008-09 General Fund and certain other funds; and

WHEREAS, the City Council concurs with the revised estimates provided during the Mid-Year Review; and

WHEREAS, the City has identified revenues to support the addition of the Police Department Perimeter Fencing project to the Fiscal Year 2008-13 Capital Improvement Program and amend two project budgets; and

WHEREAS, the City of Elk Grove maintains a Position Classification Plan to reflect the duties being performed by its employees and has conducted an audit of those duties to ensure that job classifications accurately reflect the duties of the positions; and

WHEREAS, the analysis has resulted in the need to amend the Position Classification Plan to reflect title and classification changes of several employees; and

WHEREAS, the City Council recognizes the need for proposed financial and staffing adjustments.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Elk Grove hereby

- 1) Authorizes the City Manager to adjust the Fiscal Year 2008-09 Operating Budget as shown in Exhibits A and B; and
- 2) Amends the Fiscal Year 2008-13 Capital Improvement Program to include the Police Department Perimeter Fencing Project and amend two project budgets; and
- 3) Adopts the amendments to the Position Classification Plan shown in Exhibit C, effective February 12, 2009; and
- 4) Adds the following Positions:

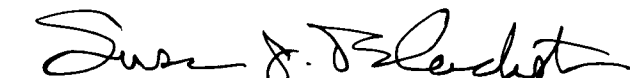
a. 1-Administrative Analyst	Transit Fund
b. 1-Facilities & Fleet Manager	General Fund-Facilities Div
c. 1-Emergency Services Coordinator	General Fund-City Manager
d. 1-Sr. Management Analyst	Development Services Fund

PASSED AND ADOPTED by the City Council of the City of Elk Grove this 11th day of February 2009.



PATRICK HUME, MAYOR of the
CITY OF ELK GROVE

ATTEST:


SUSAN J. BLACKSTON, CITY CLERK

APPROVED AS TO FORM:


SUSAN COCHRAN, CITY ATTORNEY

EXHIBIT A

Mid-Year Adjustments

FY 2008-2009

<u>Account Number</u>	<u>Fund / Department</u>	<u>Account Description</u>	<u>Current Budget</u>	<u>Mid-Year Budget</u>	<u>Net Adjustment</u>
General Fund Revenue Adjustments:					
101-2240-351.20-00	General Fund - PD	Red Light Cameras	\$ 150,000	\$ 260,000	\$ 110,000
Total General Fund Revenue Adjustments			<u>\$ 150,000</u>	<u>\$ 260,000</u>	<u>\$ 110,000</u>
General Fund Expense Adjustments:					
101-1810-418.90-00	Facilities	Operating Transfer Out	\$ 1,336,679	\$ 1,346,679	\$ 10,000
101-2240-422.01-04	Police	Salaries/Part-Time	\$ 100,000	\$ 153,000	\$ 53,000
101-2270-422.10-10	Police	Radio Supplies	\$ 38,900	\$ 41,900	\$ 3,000
101-2241-422.14-01	Police	Training	\$ 166,600	\$ 169,100	\$ 2,500
101-2241-422.14-07	Police	Travel Expenses	\$ 188,500	\$ 193,500	\$ 5,000
101-2240-422.19-01	Police	Equipment	\$ 25,000	\$ 26,500	\$ 1,500
101-2270-422.19-03	Police	Computer Software	\$ 43,700	\$ 56,700	\$ 13,000
101-2240-422.20-06	Police	Professional Services & Legal	\$ 778,950	\$ 800,950	\$ 22,000
Total General Fund Expense Adjustments			<u>\$ 2,678,329</u>	<u>\$ 2,788,329</u>	<u>\$ 110,000</u>
Special Revenue Funds:					
Household Hazardous Waste Grant					
Revenue Adjustments:					
204-0000-344.02-00	Household Hazardous Waste Grant	Operating - Categorical	\$ -	\$ 210,086	\$ 210,086
Total Household Hazardous Waste Revenue Adjustments			<u>\$ -</u>	<u>\$ 210,086</u>	<u>\$ 210,086</u>
Expense Adjustments:					
204-0000-499.20-06	Household Hazardous Waste Grant	Professional Services	\$ -	\$ 210,086	\$ 210,086
Total Household Hazardous Waste Expense Adjustments			<u>\$ -</u>	<u>\$ 210,086</u>	<u>\$ 210,086</u>
Asset Seizure					
Revenue Adjustments:					
215-0000-348.10-00	Asset Seizure	Community	\$ -	\$ 200,000	\$ 200,000
Total Asset Seizure Revenue Adjustments			<u>\$ -</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>
Expense Adjustments:					
215-2200-422.61-01	Asset Seizure	Capital Improvements	\$ -	\$ 190,000	\$ 190,000
215-2200-422.12-99	Asset Seizure	Miscellaneous/Other Expenses	\$ -	\$ 10,000	\$ 10,000
Total Asset Seizure Expense Adjustments			<u>\$ -</u>	<u>\$ 200,000</u>	<u>\$ 200,000</u>

Account Number	Fund / Department	Account Description	Current Budget	Mid-Year Budget	Net Adjustment
Sacramento Area Vehicle Theft Reduction Unit (SAVTRU)					
Revenue Adjustments:					
217-0000-347.00-00	SAVTRU-Police	Local Government Grants	\$ -	\$ 70,000	\$ 70,000
Total Sacramento Area Vehicle Theft Reduction Unit Revenue Adjustments			\$ -	\$ 70,000	\$ 70,000
Expense Adjustments:					
217-2200-422.19-01	SAVTRU-Police	Non-Capital Purchase/Equip.	\$ 54,744	\$ 124,744	\$ 70,000
Total Sacramento Area Vehicle Theft Reduction Unit Expense Adjustments			\$ 54,744	\$ 124,744	\$ 70,000
Gas Tax					
Expense Adjustments:					
221-0000-443.66-10	Gas Tax	Capital Improvements-PT0086	\$ 168,750	\$ 201,750	\$ 33,000
*Total Gas Tax Expense Adjustments			\$ 168,750	\$ 201,750	\$ 33,000
CDBG					
Revenue Adjustments:					
241-0000-341.01-00	CDBG	Operating- Categorical	\$ 935,050	\$ 3,324,701	\$ 2,389,651
Total CDBG Revenue Adjustments			\$ 935,050	\$ 3,324,701	\$ 2,389,651
Expense Adjustments:					
241-0000-499.27-16	CDBG	Federal Programs	\$ 813,455	\$ 3,203,106	\$ 2,389,651
Total CDBG Expense Adjustments			\$ 813,455	\$ 3,203,106	\$ 2,389,651
Capital Funds:					
Federal Capital Grants					
301-0000-443.66-10	Federal Capital Grants	Capital Improvements-PT0033	\$ 3,981,100	\$ 4,211,700	\$ 230,600
*Total Federal Capital Grants Expense Adjustments			\$ 3,981,100	\$ 4,211,700	\$ 230,600
Enterprise Funds:					
Solid Waste					
Expense Adjustment:					
501-5110-451.12-50	Integrated Waste	Write-Off Expense	\$ -	\$ 200,000	\$ 200,000
501-5110-451.20-07	Integrated Waste	Legal Services	\$ 12,000	\$ 72,000	\$ 60,000
*Total Solid Waste Expense Adjustments			\$ 12,000	\$ 272,000	\$ 260,000

Account Number	Fund / Department	Account Description	Current Budget	Mid-Year Budget	Net Adjustment
Debt Service Funds:					
Elk Grove Finance Authority					
Revenue Adjustment:					
403-0000-374.00-00	Elk Grove Finance Authority	CFD Direct Levy	\$ 1,782,238	\$ 1,792,238	\$ 10,000
Total Finance Authority Revenue Adjustments			\$ 1,782,238	\$ 1,792,238	\$ 10,000
Expense Adjustment:					
403-0000-499.27-21	Elk Grove Finance Authority	Tax Administration	\$ 1,782,238	\$ 1,792,238	\$ 10,000
Total Finance Authority Expense Adjustments			\$ 1,782,238	\$ 1,792,238	\$ 10,000
Internal Service Funds:					
Risk Management					
Expense Adjustment:					
601-4710-417.15-23	General Liability	Premiums	\$ 430,620	\$ 630,620	\$ 200,000
601-4720-417.15-23	Commercial Property	Premiums CSAC	\$ 13,785	\$ 63,785	\$ 50,000
601-4730-417.15-35	Workers Comp.	SCIF Premium	\$ 600,000	\$ 835,000	\$ 235,000
*Total Risk Management Expense Adjustments			\$ 1,044,405	\$ 1,529,405	\$ 485,000

* Action results in a net reduction of fund balance/retained earnings.

EXHIBIT B

Mid-Year Transit Fund Adjustments

FY 2008-2009

Account Number	Account Description	Current Budget	Mid-Year Budget	Net Adjustment
Revenue				
511-0000-342.03-00	Capital Grants	\$ 709,500	\$ 709,500	\$ -
	Buses	\$ 5,933,125	\$ 5,933,125	\$ -
511-0000-349.10-00	Prop 1B	\$ -	\$ 978,166	\$ 978,166
511-0000-335.01-00	Farebox	\$ 300,000	\$ 220,000	\$ (80,000)
511-0000-335.02-00	e-tran Regular Stickers	\$ 296,000	\$ 440,000	\$ 144,000
511-0000-335.03-00	e-tran Discount Stickers	\$ -	\$ 6,000	\$ 6,000
511-0000-335.04-00	e-tran Student Stickers	\$ -	\$ 90,000	\$ 90,000
511-0000-335.05-00	Fare Revenue - Pass Outlets	\$ 1,200,000	\$ 720,000	\$ (480,000)
511-0000-335.06-00	Bus Booklets	\$ 14,000	\$ 80,000	\$ 66,000
511-0000-335.07-00	e-van Regional	\$ 64,000	\$ 6,500	\$ (57,500)
511-0000-335.08-00	e-van Local	\$ 28,000	\$ 6,500	\$ (21,500)
511-0000-335.09-00	e-van Monthly	\$ -	\$ 45,000	\$ 45,000
511-0000-349.02-01	STA	\$ 943,900	\$ 300,000	\$ (643,900)
511-0000-349.02-02	LTF	\$ 4,496,200	\$ 4,496,000	\$ (200)
511-0000-371.19-00	Miscellaneous Reimbursement	\$ 22,000	\$ -	\$ (22,000)
Total Revenue		\$ 14,006,725	\$ 14,030,791	\$ 24,066
Expenses				
Employee Services				
511-4600-499.01-xx	Full Time	\$ 163,623	\$ 163,623	\$ -
511-4600-499.02-xx	Overtime	\$ 3,238	\$ 3,238	\$ -
511-4600-499.03-xx	Retirement	\$ 53,506	\$ 53,506	\$ -
511-4600-499.04-xx	Taxes	\$ 14,864	\$ 5,530	\$ (9,334)
511-4600-499.05-xx	Other Benefits	\$ 45,281	\$ 40,146	\$ (5,135)
	Total Employee Services	\$ 280,512	\$ 266,043	\$ (14,469)
Operating Expenses				
511-4600-460.10-01	Office Supplies	\$ 5,000	\$ 3,500	\$ (1,500)
511-4600-460.10-03	Postage	\$ 1,000	\$ 3,500	\$ 2,500

Account Number	Account Description	Current Budget	Mid-Year Budget	Net Adjustment
511-4600-460.10-04	Materials and Supplies	\$ 5,000	\$ 3,000	\$ (2,000)
511-4600-460.11-02	Phone	\$ 5,500	\$ 4,152	\$ (1,348)
511-4600-460.11-04	Electric	\$ 4,000	\$ 1,720	\$ (2,280)
511-4600-460.12-01	Dues and Memberships	\$ 3,800	\$ 16,400	\$ 12,600
511-4600-460.12-02	Subscriptions and Publications	\$ 300	\$ -	\$ (300)
511-4600-460.12-07	Meetings	\$ 2,000	\$ 1,000	\$ (1,000)
511-4600-460.12-08	Equipment Rent	\$ 28,000	\$ 28,000	\$ -
511-4600-460.13-01	Vehicle Maintenance and Repair	\$ 420,000	\$ 420,000	\$ -
511-4600-460.13-02	Fuel	\$ 860,000	\$ 1,200,000	\$ 340,000
511-4600-460.13-03	Mileage Reimbursement	\$ 100	\$ 100	\$ -
511-4600-460.13-04	Community Promotion	\$ 7,700	\$ 3,850	\$ (3,850)
511-4600-460.13-05	Parking	\$ 150	\$ 150	\$ -
511-4600-460.13-26	Vehicles-other	\$ 1,300	\$ -	\$ (1,300)
511-4600-460.14-02	Conference	\$ 2,400	\$ 800	\$ (1,600)
511-4600-460.14-03	Flights	\$ 2,000	\$ 2,200	\$ 200
511-4600-460.14-04	Hotel	\$ 2,400	\$ 2,000	\$ (400)
511-4600-460.14-05	Meals	\$ 500	\$ 500	\$ -
511-4600-460.14-07	Car Rental	\$ 250	\$ 250	\$ -
511-4600-460.15-99	Insurance Charges	\$ 42,000	\$ 52,000	\$ 10,000
511-4600-460.19-02	Computer Hardware	\$ -	\$ 400	\$ 400
511-4600-460.19-03	Software	\$ 50,000	\$ 10,100	\$ (39,900)
511-4600-460.20-06	Professional Services	\$ 61,000	\$ 61,000	\$ -
511-4600-460.20-07	Legal Services	\$ 7,000	\$ 75,000	\$ 68,000
511-4600-460.20-13	Purchased Transportation	\$ 4,150,000	\$ 6,000,000	\$ 1,850,000
511-4600-460.20-14	Regional Services	\$ 522,000	\$ 557,500	\$ 35,500
511-4600-460.27-09	Advertising	\$ 11,000	\$ 11,000	\$ -
511-4600-460.27-10	Printing and Binding	\$ 12,453	\$ 6,800	\$ (5,653)
511-4600-460.27-20	e-tran Printing Costs	\$ -	\$ -	\$ -
	Total Operating Expenses	\$ 6,206,853	\$ 8,464,922	\$ 2,258,069

Capital Outlay

Account Number	Account Description	Current Budget	Mid-Year Budget	Net Adjustment
511-4600-460.64-01	Buses	\$ 5,916,736	\$ 5,916,736	\$ -
	Capital Maintenance	\$ 866,317	\$ 730,600	\$ (135,717)
	Vehicle Leases	\$ -	\$ 500,000	\$ 500,000
511-4600-460.64-01	Building Improvements	\$ 978,166	\$ 599,795	\$ (378,371)
511-4600-460.66-10	Public Works Improvements	\$ 130,000	\$ -	\$ (130,000)
	Total Capital Outlay	\$ 7,891,219	\$ 7,747,131	\$ (144,088)
Other				
511-4600-460.70-02	Interest	\$ 21,122	\$ 21,122	\$ -
511-4600-460.90-00	Operating Transfer Out	\$ 186,250	\$ 186,250	\$ -
	Total Other	\$ 207,372	\$ 207,372	\$ -
Total Expenses		\$ 14,378,584	\$ 16,478,096	\$ 2,099,512
Current Year Excess (Deficiency)			\$ (2,447,305)	

**Exhibit C
Position Classification Plan Amendment**

Department	FTE	Original Position	New/Revised Title/Classification
Administrative Services	1.0	Fleet Manager	Fleet Administrator
Administrative Services	1.0	New Position	Facilities & Fleet Manager
City Attorney	1.0	Legal Assistant	Executive Administrative Assistant
City Attorney	1.0	Legal Secretary	Legal Assistant
City Clerk	1.0	City Clerk Department Analyst	Deputy City Clerk/Records Manager
City Manager	1.0	New Position - Unfunded	Emergency Services Coordinator
City Manager	1.0	Senior Accountant Auditor	Senior Accountant
City Manager	1.0	Senior Revenue Specialist	Senior Customer Service Specialist
City Manager	1.0	Administrative Assistant	Senior Administrative Assistant
Development Services	1.0	Management Analyst	Senior Management Analyst
Neighborhood Services	1.0	Animal Services Supervisor	Community Enhancement Supervisor
Neighborhood Services	2.0	Recycling Coordinator	Integrated Waste Coordinator
Neighborhood Services	1.0	Youth Program Manager	Youth Program Coordinator
Neighborhood Services/Transit	1.0	New Position	Administrative Analyst
Police	1.0	Police Administrative Manager	Management Analyst
Police	1.0	Police Services Analyst	Senior Information Technology Analyst
Police	1.0	System Administrator	Information Technology Manager
Police	1.0	Police Information Technology Analyst	Information Technology Analyst
Police	2.0	Police Information Technology Analyst	Senior Information Technology Analyst
Police	1.0	Police Service Technician	Police Equipment/Supply Technician
Police	1.0	Crime Prevention Analyst	Crime Prevention Specialist
Police	1.0	Police Service Center Supervisor	Police Volunteer Coordinator
Police	1.0	Senior Forensic Technician	Forensic Technician I/II – Level II
Police	2.0	Forensic Technician	Forensic Technician I/II – Level II
Police	1.0	Police Service Analyst	Property & Evidence Manager
Police	2.0	Police Property & Evidence Technician	Property & Evidence Technician
Police	1.0	Police Service Technician	Police Records Technician

**CERTIFICATION
ELK GROVE CITY COUNCIL RESOLUTION NO. 2009-34**

STATE OF CALIFORNIA)
COUNTY OF SACRAMENTO) ss
CITY OF ELK GROVE)

I, Susan J. Blackston, City Clerk of the City of Elk Grove, California, do hereby certify that the foregoing resolution was duly introduced, approved, and adopted by the City Council of the City of Elk Grove at a regular meeting of said Council held on February 11, 2009 by the following vote:

AYES : COUNCILMEMBERS: *Hume, Scherman, Cooper, Davis, Detrick*

NOES: COUNCILMEMBERS: *None*

ABSTAIN : COUNCILMEMBERS: *None*

ABSENT: COUNCILMEMBERS: *None*



***Susan J. Blackston, City Clerk
City of Elk Grove, California***