

Budget Adjustments Approved by Budget Officer

5/8/2018 - 6/11/2018

In compliance with G.S. 159-15 and Resolution passed by Council on February 15, 2011,
the following budget adjustments are submitted for your information.

						Unencumbered Amount After Adjustment
Department		Account From	Account To	Amount	Total	
Budget Adj#	Account Description					
<u>2018241</u>	<u>EQUIPMENT SERVICES</u>				<u>\$15,000</u>	
	NON-LICENSED VEHICLES	680-1005-18 . 6052		\$15,000		\$311,975
	MAINTENANCE & REPAIR - OTHER		680-1005-01 . 5627	\$15,000		\$279,000
	Move funds for renovation of gate and fence at employee parking lot across street from 401 Patton Ave. Project shared with Field Operations and Equipment Services					
<u>2018242</u>	<u>ENGINEERING AND INSPECTIONS</u>				<u>\$7,700</u>	
	SMALL TOOLS AND EQUIPMENT	101-6007-01 . 5235		\$7,700		\$8,800
	OTHER CAPITAL EQUIPMENT		101-6007-01 . 6059	\$7,700		\$7,700
	Move funding to capital account for the purchase of push around mast lift equipment.					
<u>2018243</u>	<u>POLICE</u>				<u>\$49,000</u>	
	RADIO SERVICES	101-3502-02 . 5435		\$49,000		\$1,151,177
	DESKTOP SERVICES		101-3501-01 . 5432	\$49,000		\$164,203
	To move funds to support the IT charges and operational costs in the account of the Chief of Police.					
<u>2018244</u>	<u>TRANSPORTATION</u>				<u>\$10,700</u>	
	MISCELLANEOUS SUPPLIES	101-4515-05 . 5239		\$10,700		\$143,147
	OTHER CAPITAL EQUIPMENT		101-4515-05 . 6059	\$10,700		\$10,700
	A budget adjustment is required to fund the purchase of a new walk behind thermoplastic handler for the installation of lane markings.					
<u>2018245</u>	<u>PARKS AND RECREATION</u>				<u>\$35,000</u>	
	SIDEWALK CONSTRUCTION	482-5001-03 . 6015		\$35,000		\$6,965,000
	LAND RIGHT-OF-WAY		482-5001-03 . 6012	\$35,000		\$35,000
	A budget adjustment is necessary to move funding for 2 years of the long term lease and the demolition of the house at 429 Cedar.					
<u>2018246</u>	<u>TRANSPORTATION</u>				<u>\$35,000</u>	
	SIDEWALK CONSTRUCTION	471-4502-15 . 6015		\$35,000		\$395,643
	LAND RIGHT-OF-WAY		471-4502-15 . 6012	\$35,000		\$350,354

						Unencumbered Amount After Adjustment
Department		Account From	Account To	Amount	Total	
Budget Adj#	Account Description					
A budget adjustment is required to fund ROW expenses associated with Cobb Street and W. Wendover sidewalk projects.						
<u>2018247</u>	<u>TRANSPORTATION</u>					<u>\$5,058</u>
	STATE GRANT	567-4511-01 . 7110		\$5,058		\$32,051
	TRANSFER FROM TRANSIT FUND		567-4511-01 . 9564		\$5,058	\$47,468
On August 15, 2017 City Council approved an resolution accepting funding from NCDOT in the amount of \$37,109 to reduce the local match associated with the FY 2016 FTA Section 5339 Bus and Bus Facilities Grant for bus purchases. It has been determined that NCDOT does not reimburse for license and tag fees. This will increase the required local match from \$42,410 to \$47,468.						
<u>2018248</u>	<u>FIELD OPERATIONS</u>					<u>\$15,683</u>
	MISCELLANEOUS SUPPLIES	505-4303-01 . 5239		\$15,683		\$29,317
	OTHER CAPITAL EQUIPMENT		505-4303-01 . 6059		\$15,683	\$15,683
(CBR# Needed) Per Finance, in order to change the account number for a capital asset inventory item, a budget adjustment is required to move funds from M&O to a Capital line item account. A new pole camera was purchased on 10/5/2016 and should have been purchased via capital line item. A journal entry will follow to move this expense and record it as an asset in regards to the capital asset inventory list.						
<u>2018249</u>	<u>WAR MEMORIAL COLISEUM COMPLEX</u>					<u>\$16,295</u>
	SALARIES & WAGES	522-7510-01 . 4110		\$5,429		\$0
	SALARIES & WAGES	522-7535-01 . 4110		\$10,866		\$0
	ADVERTISING		522-7510-01 . 5221		\$16,295	\$56,295
To move available funds to secure additional costs required for the purchase of customer databases and website support.						
<u>2018250</u>	<u>PARKS AND RECREATION</u>					<u>\$3,919</u>
	PROFESSIONAL SVCS-CAPITAL PROJECTS	472-5004-01 . 5410		\$3,919		\$346,461
	OTHER IMPROVEMENTS		472-5004-01 . 6019		\$3,919	\$43,278
A budget adjustment is necessary to move M&O funding to capital.						
<u>2018251</u>	<u>PARKS AND RECREATION</u>					<u>\$45,000</u>
	TELEPHONE-LOCAL	101-5014-01 . 5111		\$500		\$4,500
	ORGANIZATION MEMBERSHIPS	101-5014-01 . 5225		\$2,000		\$2,620
	PROGRAM SUPPLIES	101-5014-01 . 5237		\$2,000		\$1,000
	ORGANIZATION MEMBERSHIPS	101-5014-04 . 5225		\$3,000		\$1,000
	ORGANIZATION MEMBERSHIPS	101-5014-07 . 5225		\$500		\$2,224
	CONSULTANT SERVICES	101-5014-07 . 5413		\$7,000		\$48,828
	MAINTENANCE & REPAIR - BUILDINGS	101-5014-15 . 5613		\$2,500		\$2,382
	MAINTENANCE & REPAIR - EQUIPMENT	101-5014-15 . 5621		\$2,500		\$2,865

						Unencumbered Amount After Adjustment
Department		Account From	Account To	Amount	Total	
Budget Adj#	Account Description					
	MAINTENANCE & IMPROVEMENT - GROUNDS	101-5053-03 . 5612		\$5,000		\$5,300
	MAINTENANCE & REPAIR - BUILDINGS	101-5053-03 . 5613		\$5,000		\$37,914
	MAINTENANCE & REPAIR - EQUIPMENT	101-5053-03 . 5621		\$5,000		\$5,000
	MISCELLANEOUS SUPPLIES	101-5055-03 . 5239		\$2,000		\$4,096
	RENTAL OF NON-LICENSED CITY VEHICLES	101-5055-03 . 5257		\$8,000		\$92,440
	OFFICE EQUIPMENT & FURNITURE		101-5022-01 . 5214		\$2,000	\$2,000
	CONTRACTED MAINT BUILDINGS AND GROUNDS		101-5022-01 . 5422		\$4,000	\$6,066
	OTHER CONTRACTED SERVICES		101-5022-01 . 5429		\$15,000	\$15,000
	MAINTENANCE & IMPROVEMENT - GROUNDS		101-5022-21 . 5612		\$24,000	\$63,135
	A budget adjustment is necessary to cover maintenance and operations costs due to the renovations to the building for the Parks Operations Division.					
<u>2018252</u>	<u>PARKS AND RECREATION</u>				<u>\$2,500</u>	
	CONTRACTED MAINT BUILDINGS AND GROUNDS	101-5029-01 . 5422		\$2,500		\$39,504
	DESKTOP SERVICES		101-5016-01 . 5432		\$1,700	\$3,715
	OFFICE SUPPLIES		101-5016-01 . 5213		\$500	\$850
	CONTRACTED UNIFORM SERVICES		101-5016-01 . 5421		\$300	\$600
	A budget adjustment is necessary to cover the costs of an additional staff member relocated to this area.					
<u>2018253</u>	<u>WATER RESOURCES</u>				<u>\$12,000</u>	
	MAINTENANCE & REPAIR - EQUIPMENT	503-7020-05 . 5621		\$152		\$523,098
	LAND RIGHT-OF-WAY	503-7026-02 . 6012		\$11,848		\$34,566
	LAND RIGHT-OF-WAY		503-7027-02 . 6012		\$12,000	\$38,749
	To fund additional ROW (Right-of-Way) costs associated with the Stewart Mill Lift Station and Force Main project. Current balance in the Sewer Line FY17-18 account has been earmarked for other ROW projects. E&I staff requires an \$12,000 for the new costs associated with Stewart Mill.					
<u>2018259</u>	<u>LIBRARIES</u>				<u>\$7,000</u>	
	OTHER SERVICES	101-5501-12 . 5419		\$7,000		\$168,000
	PROFESSIONAL SERVICES SECURITY		101-5501-13 . 5416		\$7,000	\$66,222
	A budget adjustment is necessary to cover additional security contract expenses.					
<u>2018260</u>	<u>POLICE</u>				<u>\$4,000</u>	
	COMPUTER SOFTWARE	101-3520-01 . 5212		\$4,000		\$1,100
	MISCELLANEOUS		101-3535-01 . 5949		\$4,000	\$46,490
	To move funds from Criminal Investigations division to Vice/Narcotics division to support operations through the end of the fiscal year.					

Department						Unencumbered Amount After Adjustment
Budget Adj#	Account Description	Account From	Account To	Amount	Total	
<u>2018261</u>	<u>FIRE</u>				<u>\$500</u>	
	MISCELLANEOUS	455-4099-01 . 5949		\$500		\$1,332,918
	MAINTENANCE & REPAIR - BUILDINGS		455-4013-01 . 5613		\$500	\$105,500
	To move funds to existing FS#4 account to complete front apron concrete project.					
<u>2018262</u>	<u>WATER RESOURCES</u>				<u>\$50</u>	
	OTHER CAPITAL EQUIPMENT	501-7044-01 . 6059		\$50		\$26,022
	OTHER CAPITAL EQUIPMENT		501-7044-01 . 6059		\$50	\$0
	To correct fund sufficiency issue in the Water Resources Operations Sewer Commminster Replacement FY17-18 account.					
<u>2018263</u>	<u>WATER RESOURCES</u>				<u>\$45,000</u>	
	CONSULTANT SERVICES	505-7003-02 . 5413		\$45,000		\$648,651
	CONSULTANT SERVICES		505-7003-05 . 5413		\$45,000	\$45,000
	To provide funds to resolve sufficiency issue in the Stormwater Planning & Engineering division operating budget and for additional expenses anticipated for the remainder of FY17-18.					
<u>2018264</u>	<u>FIRE</u>				<u>\$3,760</u>	
	MISCELLANEOUS	455-4099-01 . 5949		\$3,760		\$1,329,158
	MAINTENANCE & REPAIR - BUILDINGS		455-4014-01 . 5613		\$3,760	\$16,060
	To move funds from Station Bond account to specific station project account.					
<u>2018265</u>	<u>PARKS AND RECREATION</u>				<u>\$11,000</u>	
	MAINTENANCE & IMPROVEMENT - GROUNDS	101-5019-05 . 5612		\$4,000		\$5,085
	MAINTENANCE & REPAIR - BUILDINGS	101-5019-05 . 5613		\$5,000		\$1,390
	MAINTENANCE & IMPROVEMENT - GROUNDS	101-5019-04 . 5612		\$1,000		\$375
	MAINTENANCE & REPAIR - BUILDINGS	101-5019-04 . 5613		\$1,000		\$250
	MAINTENANCE & REPAIR - BUILDINGS		101-5028-05 . 5613		\$11,000	\$13,300
	A budget adjustment is necessary to cover maintenance and operations costs due to the construction work (primarily painting) by Nall Construction Company at the building for the Parks Operations Division.					
<u>2018266</u>	<u>PARKS AND RECREATION</u>				<u>\$20,000</u>	
	MILEAGE REIMBURSEMENT	101-5004-01 . 5540		\$2,000		\$1,570
	CONTRACTED MAINT BUILDINGS AND GROUNDS	101-5004-01 . 5422		\$2,000		\$5,466
	PROGRAM SUPPLIES	101-5004-01 . 5237		\$4,000		\$11,250
	ORGANIZATION MEMBERSHIPS	101-5014-01 . 5225		\$1,000		\$1,620
	LICENSED VEHICLE MAINTENANCE & SUPPLIES	101-5014-01 . 5242		\$1,000		\$0
	RENTAL OF EQUIPMENT	101-5014-01 . 5254		\$2,000		\$3,000

						Unencumbered Amount After Adjustment
Department						
Budget Adj#	Account Description	Account From	Account To	Amount	Total	
	CONSULTANT SERVICES	101-5014-04 . 5413		\$3,000		\$35,842
	PROGRAM SUPPLIES	101-5014-07 . 5237		\$3,000		\$1,316
	CONSULTANT SERVICES	101-5014-07 . 5413		\$2,000		\$46,828
	CONSULTANT SERVICES		101-5001-01 . 5413		\$20,000	\$26,500
	A budget adjustment is necessary to cover the expense of the hiring process for the department director.					
<u>2018267</u>	<u>GUILFORD METRO 9-1-1</u>				<u>\$6,112</u>	
	RADIO SERVICES	687-3902-01 . 5435		\$6,112		\$128,453
	OTHER CAPITAL EQUIPMENT		687-3902-01 . 6059		\$6,112	\$6,112
	A budget adjustment is necessary to transfer funding to a capital account to cover costs for (1) transmitter combiner. Ref: PO No. 64677					
<u>2018268</u>	<u>PARKS AND RECREATION</u>				<u>\$12,370</u>	
	PROGRAM SUPPLIES	101-5060-11 . 5237		\$4,370		\$9,935
	MAINTENANCE & REPAIR - EQUIPMENT	101-5046-02 . 5621		\$5,000		\$15,980
	PROFESSIONAL SERVICES SECURITY	101-5044-01 . 5416		\$3,000		\$63,490
	MAINTENANCE & REPAIR - EQUIPMENT		101-5008-02 . 5621		\$12,370	\$15,371
	A budget adjustment is necessary to cover maintenance and operations due to the repairs needed at the pools for health department inspections.					
<u>2018269</u>	<u>PARKS AND RECREATION</u>				<u>\$1,000</u>	
	CONTRACTED TRANSPORTATION	101-5060-11 . 5423		\$1,000		\$1,600
	MAINTENANCE & REPAIR - EQUIPMENT		101-5008-02 . 5621		\$1,000	\$3,600
	A budget adjustment is necessary to cover maintenance and operations due to the repairs needed at the pools for health department inspections.					
<u>2018270</u>	<u>PARKS AND RECREATION</u>				<u>\$37,600</u>	
	CONTRACTED MAINT BUILDINGS AND GROUNDS	101-5029-01 . 5422		\$4,000		\$35,504
	PROFESSIONAL SERVICES SECURITY	101-5032-01 . 5416		\$2,600		\$24,472
	MAINTENANCE & REPAIR - BUILDINGS	101-5053-03 . 5613		\$21,000		\$16,914
	CHEMICALS	101-5055-03 . 5233		\$1,000		\$21,589
	SMALL TOOLS AND EQUIPMENT	101-5055-03 . 5235		\$3,000		\$1,341
	OTHER SERVICES	101-5055-03 . 5419		\$1,000		\$96
	MAINTENANCE & REPAIR - EQUIPMENT	101-5055-03 . 5621		\$3,000		\$6,431
	MAINTENANCE & IMPROVEMENT - GROUNDS	101-5055-03 . 5612		\$2,000		\$32,172
	HEAT & ELECTRIC		101-5015-01 . 5121		\$37,600	\$82,985
	A budget adjustment is necessary to cover maintenance and operations due to the increased costs of heat/electric within this area.					

Department						Unencumbered Amount After Adjustment
Budget Adj#	Account Description	Account From	Account To	Amount	Total	
<u>2018271</u>	<u>PARKS AND RECREATION</u>				<u>\$41,000</u>	
	OTHER IMPROVEMENTS	482-5001-05 . 6019		\$41,000		\$3,602,020
	OTHER IMPROVEMENTS		482-5001-10 . 6019		\$41,000	\$41,000
	A budget adjustment is necessary to establish the Brightwood Neighborhood Park budget within the 482 bond series.					
<u>2018272</u>	<u>PARKS AND RECREATION</u>				<u>\$12,428</u>	
	OTHER IMPROVEMENTS	482-5001-05 . 6019		\$12,428		\$3,589,592
	OTHER IMPROVEMENTS		482-5001-08 . 6019		\$12,428	\$230,000
	A budget adjustment is necessary to reallocate funds to the Keeley Park Phase II project per Resolution 18-048 (ID: 18-0249).					
<u>2018273</u>	<u>POLICE</u>				<u>\$1,032</u>	
	SEMINAR/TRAINING EXPENSES	220-3585-01 . 5520		\$516		\$0
	SEMINAR/TRAINING EXPENSES	220-3585-02 . 5520		\$516		\$0
	CONSULTANT SERVICES		220-3585-01 . 5413		\$516	\$124,016
	CONSULTANT SERVICES		220-3585-02 . 5413		\$516	\$124,016
	To move funds within the Child Response Initiative grant to fund payroll for consultant services					