

## Budget Adjustments Approved by Budget Officer

6/13/2017 - 6/30/2017

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.

| Budget Adj#    | Department<br>Account Description  | Account From       | Account To         | Amount   | Total           | Unencumbered<br>Amount After<br>Adjustment |
|----------------|--|--------------------|--------------------|----------|-----------------|--|
| <u>2017282</u> | <u>COMMUNICATIONS</u>  |                    |                    |          | <u>\$3,000</u>  |  |
|                | SEMINAR/TRAINING EXPENSES  | 101-0804-01 . 5520 |                    | \$3,000  |                 | \$5,518                                    |
|                | DESKTOP SERVICES   |                    | 101-0801-01 . 5432 | \$3,000  |                 | \$24,645                                   |
|                | BA to cover M&O expenses related to advertising promotions for the City.   |                    |                    |          |                 |  |
| <u>2017283</u> | <u>POLICE</u>  |                    |                    |          | <u>\$3</u>      |  |
|                | OFFICE SUPPLIES  | 220-3567-02 . 5213 |                    | \$1      |                 | \$326                                      |
|                | IN-KIND SERVICES   | 220-3567-02 . 5928 |                    | \$1      |                 | \$25,118                                   |
|                | LOCAL-IN-KIND SERVICES   | 220-3567-02 . 8695 |                    | \$1      |                 | \$25,118                                   |
|                | OFFICE SUPPLIES  |                    | 220-3567-01 . 5213 | \$1      |                 | \$246                                      |
|                | IN-KIND SERVICES   |                    | 220-3567-01 . 5928 | \$1      |                 | \$23,512                                   |
|                | LOCAL-IN-KIND SERVICES   |                    | 220-3567-01 . 8695 | \$1      |                 | \$23,512                                   |
|                | To move expense and revenue between years one and two of the Child Response Grant as requested by City Finance.  |                    |                    |          |                 |  |
| <u>2017284</u> | <u>NEIGHBORHOOD DEVELOPMENT</u>  |                    |                    |          | <u>\$3,500</u>  |  |
|                | IN-HOUSE PRINTING SERVICES   | 101-2201-01 . 5431 |                    | \$3,500  |                 | \$21,500                                   |
|                | PROFESSIONAL ORGANIZATION DUES   |                    | 101-2203-01 . 5222 | \$3,500  |                 | \$4,250                                    |
|                | To correct fund sufficiency issue in Historic Preservation's Maintenance and Operation accounts. Requires additional funds from the Planning Admin account to correct. |                    |                    |          |                 |  |
| <u>2017285</u> | <u>WATER RESOURCES</u>   |                    |                    |          | <u>\$28,300</u> |  |
|                | SEWER LINES  | 504-7042-01 . 6017 |                    | \$28,300 |                 | \$1,665,184                                |
|                | LAND RIGHT-OF-WAY  |                    | 504-7042-01 . 6012 | \$28,300 |                 | \$36,243                                   |
|                | To fund the purchase of a property easement associated with the Water Resources Lynwood Lakes water and sewer line project. Cost of the easement is \$28,300.          |                    |                    |          |                 |  |
| <u>2017286</u> | <u>FIELD OPERATIONS</u>  |                    |                    |          | <u>\$49,950</u> |  |
|                | LANDFILL FEES  | 101-4304-02 . 5437 |                    | \$49,950 |                 | \$375,050                                  |
|                | LANDFILL FEES  |                    | 101-4302-02 . 5437 | \$49,950 |                 | \$2,751,450                                |
|                | For fund sufficiency purposes, funds are being transferred to cover M&O expenses in solid waste collections, primarily due to increased residential waste disposal.    |                    |                    |          |                 |  |

| Department     |   |                    |                    |          |                 | Unencumbered            |
|----------------|---|--------------------|--------------------|----------|-----------------|-------------------------|
| Budget Adj#    | Account Description   | Account From       | Account To         | Amount   | Total           | Amount After Adjustment |
| <u>2017287</u> | <u>FIELD OPERATIONS</u>   |                    |                    |          | <u>\$48,588</u> |                         |
|                | OTHER CONTRACTED SERVICES   | 101-4304-04 . 5429 |                    | \$48,588 |                 | \$602,345               |
|                | RENTAL OF LICENSED CITY VEHICLES  |                    | 101-4302-03 . 5256 | \$48,588 |                 | \$651,156               |
|                | Transferring funds to cover increased lease expenses for solid waste equipment.   |                    |                    |          |                 |                         |
| <u>2017288</u> | <u>PARKS AND RECREATION</u>   |                    |                    |          | <u>\$4,652</u>  |                         |
|                | LAND  | 453-5002-01 . 6011 |                    | \$4,652  |                 | \$156,911               |
|                | PROFESSIONAL SVCS-CAPITAL PROJECTS  |                    | 453-5007-01 . 5410 | \$4,652  |                 | \$4,652                 |
|                | A budget adjustment is necessary for the Skate Park to cover additional design services for a second skating bowl.  |                    |                    |          |                 |                         |
| <u>2017289</u> | <u>TRANSPORTATION</u>   |                    |                    |          | <u>\$7,400</u>  |                         |
|                | PROFESSIONAL SVCS-CAPITAL PROJECTS  | 401-4566-01 . 5410 |                    | \$7,400  |                 | \$0                     |
|                | SIDEWALK CONSTRUCTION   |                    | 401-4566-01 . 6015 | \$7,400  |                 | \$270,204               |
|                | A budget adjustment is required to move funds from a professional services account to the construction account for the Lovett Street Sidewalk Project (EB 5712). These funds will be needed for construction expenses.  |                    |                    |          |                 |                         |
| <u>2017291</u> | <u>GUILFORD METRO 9-1-1</u>   |                    |                    |          | <u>\$6,640</u>  |                         |
|                | RADIO SERVICES  | 687-3902-01 . 5435 |                    | \$6,640  |                 | \$118,360               |
|                | TRANSFER TO GUILFORD METRO 911  |                    | 687-3902-01 . 6281 | \$6,640  |                 | \$6,640                 |
|                | Guilford Metro Communications Fund (687) to reimburse the Emergency Telephone Systems Fund (281) for expenses that were ineligible in FY2016. The adjustment is necessary to get the fund balance correct in Emergency Telephone Systems Fund (281) for FY2016. Budget Ordinance item 17-0409 was submitted for the June 20th Council meeting. Adjustment to be made upon council approval. |                    |                    |          |                 |                         |
| <u>2017295</u> | <u>PARKS AND RECREATION</u>   |                    |                    |          | <u>\$2,700</u>  |                         |
|                | LAND  | 453-5002-01 . 6011 |                    | \$2,700  |                 | \$154,211               |
|                | PROFESSIONAL SVCS-CAPITAL PROJECTS  |                    | 453-5007-01 . 5410 | \$2,700  |                 | \$7,352                 |
|                | A budget adjustment is necessary to cover the mural at the Skate Park.  |                    |                    |          |                 |                         |
| <u>2017296</u> | <u>WATER RESOURCES</u>  |                    |                    |          | <u>\$30,000</u> |                         |
|                | OTHER IMPROVEMENTS  | 507-7011-01 . 6019 |                    | \$30,000 |                 | \$378,810               |
|                | LAND RIGHT-OF-WAY   |                    | 507-7012-01 . 6012 | \$30,000 |                 | \$53,537                |
|                | To correct fund sufficiency issue in the Water Resources Stewart Mill Lift Station and Force Main ROW (Right-of-Way) account and provide enough funds for the remainder of FY16-17.   |                    |                    |          |                 |                         |
| <u>2017297</u> | <u>FIELD OPERATIONS</u>   |                    |                    |          | <u>\$48,955</u> |                         |
|                | LANDFILL FEES   | 101-4304-02 . 5437 |                    | \$15,000 |                 | \$360,050               |

| Department     |  |                    |                    |          |                 | Unencumbered            |
|----------------|--|--------------------|--------------------|----------|-----------------|-------------------------|
| Budget Adj#    | Account Description  | Account From       | Account To         | Amount   | Total           | Amount After Adjustment |
|                | OTHER CONTRACTED SERVICES  | 101-4304-04 . 5429 |                    | \$33,955 |                 | \$568,390               |
|                | LANDFILL FEES  |                    | 101-4302-04 . 5437 | \$48,955 |                 | \$2,348,955             |
|                | To cover increased commercial waste disposal fees and avoid fund sufficiency issues in the solid waste accounts. |                    |                    |          |                 |                         |
| <u>2017298</u> | <u>FIELD OPERATIONS</u>  |                    |                    |          | <u>\$38,000</u> |                         |
|                | TEMPORARY SERVICES   | 505-4304-01 . 5414 |                    | \$38,000 |                 | \$248,964               |
|                | SMALL TOOLS AND EQUIPMENT  |                    | 505-4303-01 . 5235 | \$22,000 |                 | \$44,882                |
|                | MAINTENANCE & REPAIR - OTHER   |                    | 505-4303-01 . 5627 | \$13,000 |                 | \$305,792               |
|                | MAINTENANCE & REPAIR - EQUIPMENT   |                    | 505-4303-01 . 5621 | \$3,000  |                 | \$3,000                 |
|                | Transferring funds to cover remaining M&O expenses for fund sufficiency purposes at division level.              |                    |                    |          |                 |                         |
| <u>2017299</u> | <u>FIELD OPERATIONS</u>  |                    |                    |          | <u>\$45,000</u> |                         |
|                | CONSULTANT SERVICES  | 101-4301-04 . 5413 |                    | \$45,000 |                 | \$101,700               |
|                | LANDFILL FEES  |                    | 101-4302-02 . 5437 | \$20,000 |                 | \$2,771,450             |
|                | LICENSED VEHICLE MAINTENANCE & SUPPLIES  |                    | 101-4302-02 . 5242 | \$10,000 |                 | \$90,000                |
|                | RENTAL OF LICENSED CITY VEHICLES   |                    | 101-4302-03 . 5256 | \$10,000 |                 | \$661,156               |
|                | DIESEL FUEL  |                    | 101-4302-05 . 5245 | \$5,000  |                 | \$63,918                |
|                | Transferring funds to cover fund sufficiency issues in solid waste collections.                                  |                    |                    |          |                 |                         |