



## Takoma Park City Council Meeting – February 6, 2019 Agenda Item 4

### Work Session

First Reading Ordinance of Fiscal Year 2019 Budget Amendment No. 3

### Recommended Council Action

Approve First Reading Ordinance for Fiscal Year 2019 Budget Amendment No. 3

### Context with Key Issues

The Fiscal Year (FY) 2019 Budget was adopted by the City Council on May 16, 2018 and Budget Amendments were adopted on July 25, 2018 and November 28, 2018. Since the last amendment, certain needs have arisen or budgeted expenditures delayed that require further changes to the approved budget. They include:

Project/Initiative	Fund	Budget Amount	Reason for Amendment
Council Intern Salaries	General Fund	\$17,500	\$17,500 reduction due to the decision by the Council to eliminate the intern position
Salaries Sanitation Driver	General Fund	\$25,000	\$25,000 reduction due to delay in hiring Sanitation Drivers
Salaries Vegetation Manager	General Fund	\$40,000	\$40,000 reduction due to delay in hiring for Vegetation Manager position
Salaries Economic Development Manager	General Fund	\$25,000	\$25,000 reduction due to delay in hiring the Economic Development Manager
Intern Salaries-Urban Forest	General Fund	\$4,760	\$4,760 reduction due to decision to postpone hiring an intern in the Urban Forest division
Intern Salaries-Planning	General Fund	\$10,000	\$10,000 reduction due to fluctuating work hours and delay in hiring
Salaries Part-Time Finance	General Fund	\$5,000	\$5,000 reduction due to delay in hiring the replacement for part-time Sr. Accounting Assistant
Salaries Part-Time City Clerk	General Fund	\$25,000	\$25,000 reduction due to delay in hiring the part-time position
Temporary Assistance-Human Resources	General Fund	\$7,000	\$7,000 reduction due to the hiring of full-time intern in place of temporary assistant
Inventory Expenditure	General Fund	\$4,000	\$4,000 increase to provide for additional computers for intern positions
Investment Expense-Finance	General Fund	\$10,000	\$10,000 reduction due to delay of Socially Responsible Investment proposal
Flower Avenue Green Street	General Fund	\$2,718,676	The construction project for the Flower Avenue Green Street will be delayed until April. The General Fund, Capital Equipment Expenditure (City match), will be reduced by \$107,557; the Flower Avenue Street Project Expenditure will be reduced by \$1,171,569; and the WSSC Flower Avenue Expenditure will be reduced by \$1,439,550

<b>Project/Initiative</b>	<b>Fund</b>	<b>Budget Amount</b>	<b>Reason for Amendment</b>
Library Construction Project	General Fund	\$1,000,000	\$1,000,000 reduction due to the delay in the renovation project; will be carried forward to FY20 budget
Ethan Allen Gateway Project	General Fund	\$22,884.07	The detailed designs and construction for the Ethan Allen Gateway project was included in FY18 budget but the project will be completed by the end of FY19, requiring an additional appropriation of \$22,884.07 from the General Fund
Auditorium Lighting	Special Revenue Fund	\$7,500	\$7,500 reduction due to project delay; will be carried forward to FY20 budget
Lincoln Avenue Project	Special Revenue Fund	\$164,209	Appropriate \$164,209 to Lincoln Avenue Expenditure to provide funds for the unexpected additional construction cost of \$103,676 and grant funds in the amount of \$60,533 from SHA Safe Routes to School staff in Grant Year H.
SHA Safe Routes to School	Special Revenue Fund	\$5,828	Appropriate \$5,828 to Safe Routes to School Grant Year G Expenditure, to provide funds for the project from SHA Safe Routes to School staff in Grant Year G
Ethan Ellen Gateway Project	Special Revenue Fund	\$363,319.85	Appropriate \$363,319.85 to Transportation Grant Expenditure to provide funds for the unexpected additional expenditures in the Ethan Allen Street project.
Library Construction Grant	Special Revenue Fund	\$150,000	Appropriate \$150,000 to the Library Construction Grant Expenditure to provide extra funds for the Library construction by the Maryland State Grant.
Flower Avenue Green Street	Special Revenue Fund	\$928,232	Reduce \$928,232 to the Transportation Grant Flower Ave Expenditure due to delay in beginning of construction until the end of April 2019

### **Council Priority**

Fiscally Sustainable Government

### **Environmental Considerations**

Several items in this budget amendment promote energy efficiency and sustainable practices. Most of the amendments delay but do not eliminate projects that will have an environmental benefit.

### **Fiscal Considerations**

This budget amendment:

General Fund (GF) Fund Balance: Net increase \$3,861,052

- Decrease GF Departmental expenditure by \$165,260
- Decrease total Capital Improvement Program (CIP) expenditures by \$3,695,792

Special Revenue Fund (SRF) Fund Balance: Net increase \$7,500

- Increase SRF revenues by \$244,875
- Increase SRF expenditure by \$237,375

**Racial Equity Considerations**

We do not believe that the act of adopting this budget amendment will disproportionately impact any particular group.

**Attachments and Links**

- Draft Ordinances