

INTEROFFICE MEMORANDUM

June 14, 2011

MEMO TO: J. Russell Allen
City Manager

FROM: Jamie Brown, Budget & Management Analyst

SUBJECT: Budget Note 30 – Technical Corrections to the FY12 Operating Budget

The Office of Management & Budget has identified and/or received requests for minor technical corrections to the FY12 Operating Budget.

Public Works: The Public Works budget has been updated to reflect the position reclassifications in the department's proposed reorganization. The reclassifications are listed on page B-29 of the FY12 Proposed Budget document. The salary reserve budget not needed for the reclassifications is transferred to Housing Operations and the Mayor's Committee on Persons with Disabilities.

Other Agency Appropriations: Per a request from the Community Services Department, funding for the Mayor's Committee on Persons with Disabilities is restored to the FY11 level. This is consistent with all other Council boards and commissions (except Human Services and Arts) which were funded at the prior year level.

Community Development: The department has received notification of final federal grant (CDBG, HOME) award numbers for FY12. The final grant awards were less than originally projected during budget development and an increase in the General Fund subsidy is necessary to support department operations. A detailed budget note describing funding awards and expenditure changes will be available no later than Monday, June 20th.

Expenditure Accounts:

100-2250-601300-232	Salary Reserve	(\$125,000)
100-2210/2250-6XXXXX-XXX	Salaries and benefits	\$78,010
100-1050-738000-73804	Mayor's Committee on Persons with Disabilities	\$900
100-1040-877350-000	To 735 Housing Operations	\$46,090

Proposed Position Classification Changes: Payroll has a policy of making all position reclassifications effective at the start of a payroll period. As such, the proposed position classification changes associated with the FY12 Proposed Operating Budget will become effective on July 2, 2011 instead of July 1, 2011. A note will be added to the budget document (p. B-29) stating the effective date for the position classification changes as July 2, 2011.

Revenue Indexing: Due to a formatting error, three of the Fire related fees included as part of the draft Revenue Indexing Ordinance (Budget Note 12; p. 12-7), are proposed as \$0 for FY12. The fees are corrected below.

<u>Code</u>		<u>Current</u>	<u>Corrected</u>
<u>Reference</u>	<u>Fee Name/Description</u>	<u>Proposed</u>	<u>Fee</u>
		<u>Fee Listed</u>	<u>Amount</u>
5-2042 (b)	<i>Operational Fire Fees and Permits</i>		
	Fire Incident and Inspection Reports (per page)	\$0	\$0.05
5-2043 (a)	<i>Construction Fire Permit Fees</i>		
	Automatic Fire-Extinguishing Systems (per sq. ft. for each system) (based on gross floor area)	\$0	\$0.014
	Fire Alarm and Detection Systems and Related Equipment (per sq. ft. for each system) (based on gross floor area)	\$0	\$0.014