

FY 11 Budget Amendments
For the quarter ending March 31, 2011
Exhibit A

Utility Fund

Water Treatment

4-120-520 Maintenance and repair

The high service pumps at the water treatment plant need repairs and upgrades. The City Council received information on these improvements in the City Manager's Report - October 25, 2010: Water Plant High Service Pumps.10.11.2010.11.

Funding source: Compost Pad Construction funds in Wastewater Treatment.

Water Plant High Service Pumps.10.11.2010.11

The Staff is working with an engineering consultant to evaluate operation issues in the High Service Pumps at the Water Treatment Plant. This may require some improvements to the electrical switch gear to operate more efficiently. Until the cost to do these improvements is determined, the City Manager has placed the construction of the FY 2011 budgeted Composting Pad on-hold.

Update: Much of the noted maintenance and repair to the high service pumps has been accomplished. A final cost is not yet available. This amendment will be processed after all work has been completed and invoices paid.

**FY 11 Budget Amendments
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Exhibit A**

General Fund

Administration

4-200-195 Other professional fees \$ 5,600.00

Detailed review and diagnostic of the City's landscape ordinance provisions. City Council received information regarding this expense in the City Manager's Report - February 7, 2011: Landscape Ordinance Amendments.2.07.2011.02.

Funding source: Delinquent property tax

Landscape Ordinance Amendments.02.07.2011.02

In order to address Council concerns associated with the City's landscape ordinance provisions, City staff has solicited a proposal for a detailed review and diagnostic of these ordinances from Kendig Keast Collaborative. The cost for the review is approximately \$5,600. Upon authorization of the City Manager, it would take about 4 weeks to complete the effort. AN AMENDMENT TO THE FY 2011 BUDGET WILL BE NEEDED FOR THIS REALLOCATION OF FUNDS. This budget amendment will be included in the 2nd quarter budget amendments for Council's consideration; however, in order to begin the review as soon as possible, the City Manager will be proceeding prior to the amendment unless otherwise directed by the Council.

**FY 11 Budget Amendments
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Exhibit A**

General Fund - Administration (continued)

Administration

4-200-700	Equipment	\$ 8,000.00
	<p>The scope of the budgeted audio/visual improvement project for the City Council chambers has been increased for the addition of a flat screen television, wireless microphone, and other enhancements. The funding for this additional capital outlay expense will come from Administration operating accounts. City Council received information regarding this expense in the City Manager's Report City Council Chambers Audio-Visual Improvement Project.04.11.2011.02</p>	

Funding source: Media and IT expense

City Council Chambers Audio-Visual Improvement Project.04.11.2011.02

The scope of the work for the audio-visual improvement project in the City Council chambers has been increased. This project was budgeted under Administration capital outlay in the amount of \$32,000. Due to the addition of the flat screen television and other enhancements including a wireless microphone, the amount for this project has been increased to \$40,000. The additional funding is coming from other operating funds within the Administration account-media and information technology. AN AMENDMENT TO THE FY 2011 BUDGET WILL BE NEEDED FOR THIS REALLOCATION OF FUNDS. This budget amendment will be included in the 2nd quarter budget amendments for Council's consideration; however, in order to begin this project as soon as possible which will improve the quality of the live streaming of City Council meetings, the City Manager will be proceeding with the project prior to the amendment unless otherwise directed by the Council.

**FY 11 Budget Amendments
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Exhibit A**

General Fund - Administration (continued)

Administration

4-200-720 Improvements other than buildings \$ 25,000.00

Placement of bollards on the Kennemer Drive bridge. Expense includes purchase of the bollards and contractor installation. City Council received information regarding this expense in the City Manager's Report - February 7, 2011: Kennemer Bollard Placement.02.07.2011.03.

Funding source: Transfer from Special Revenue/Child Safety funds

Kennemer Bollard Placement.02.07.2011.03

The City Engineer has contacted 3 local contractors to solicit input on the best method of installation of bollards on the bridge on Kennemer Drive since this is an unusual type of project. The City Engineer expects to receive their responses within the next week. The manufacturer of the bollards has indicated that the manufacture and delivery of the bollards takes approximately 3 to 4 weeks. The preliminary cost estimate is \$25,000 for purchase of the bollards and hiring of a contractor to install the bollards with funding coming from the special revenue school safety funds account. AN AMENDMENT TO THE FY 2011 BUDGET WILL BE NEEDED TO ALLOCATE THE SPECIAL FUNDS REVENUE FROM THE SCHOOL SAFETY FUND FOR THIS EXPENDITURE. The budget amendment will be included in the 2nd Quarter budget amendments for Council's consideration; however, to expedite the project, the City Manager will be proceeding with the expenditure prior to the amendment unless otherwise directed by the Council.

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Municipal Court

4-260-700 Equipment \$ 3,025.00

Purchase four (4) lateral shelf files for storage of Court records. Currently, these files are kept in cardboard boxes. This will increase the Court's records security and staff efficiency. City Council received information regarding this expense in the City Manager's Report - February 7, 2011: Municipal Court Purchase of Lateral Shelf Files.02.07.2011.04.

Funding source: Transfer from Special Revenue/Municipal Court Efficiency funds.

Municipal Court Purchase of Lateral Shelf Files.02.07.2011.04

The Municipal Court would like to purchase 4 lateral shelf files. Staff has been transitioning to the use of these files to store Court records from previous years until they can be legally destroyed. These files are replacing a number of cardboard boxes which did not provide adequate security for the records. The lateral files also increase the efficiency of Court staff as it takes much less time to search through accessible, organized files. The Court Administrator is proposing using revenue from the Municipal Court Efficiency Fund to pay for these files in the amount of \$3,025. AN AMENDMENT TO THE FY 2011 BUDGET WILL BE NEEDED TO ALLOCATE THE SPECIAL FUNDS REVENUE FROM THE MUNICIPAL COURT EFFICIENCY FUND FOR THE PURCHASE. The budget amendment will be included in the 2nd Quarter budget amendments for Council's consideration; however, to expedite the purchase the City Manager will be proceeding with the purchase prior to the amendment unless otherwise directed by the Council.

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Parks and Recreation

4-400-520 Maintenance and Repair \$ 55,000.00

The Windermere pool was damaged by fire in August 2010. Repairs have been substantially completed, however the work has not been accepted yet. As of March 31, 2011, \$47,643.92 has been received from our insurance carrier, Texas Municipal League Intergovernmental Risk Pool, and the remainder of the cost to repair is expected.

Funding source: Insurance proceeds

Windermere Pool Construction Project.03.21.2011.03

Work began on the Windermere Pool construction project on February 9, 2011. Currently the structural, electrical and plumbing are 99% complete. A final walk through with Klaproth Construction will be scheduled the week of March 28. Commercial Swim will begin installing the pump room equipment the week of March 21. Once the equipment is installed a final walk through will be scheduled with Mitch of Commercial Swim. The project is on schedule to be completed by the end of March.

FY 11 Budget Amendments
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Exhibit A

Planning

4-220-000	Salaries	\$ 16,750.00
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Change the part-time GIS Technician position to a full-time GIS Analyst position. City Council received information regarding this expense in the City Manager's Report - February 7, 2011: GIS Technician.02.07.2011.01.

Funding source: Transfer from Utility Fund

GIS Technician.02.07.2011.01

City staff has proposed making the part-time GIS Technician (19 hours per week) a full-time GIS Analyst position. The position would be paid out of the Utility Fund and would focus on water and wastewater infrastructure needs within the GIS system. AN AMENDMENT TO THE FY 2011 BUDGET WILL BE NEEDED FOR THIS CHANGE. The budget amendment will be included in the 2nd Quarter budget amendments for Council's consideration; however, to expedite the change, the City Manager will be proceeding prior to the amendment unless otherwise directed by the Council.