

## MEMORANDUM

**To:** Mayor and City Council

**From:** Christopher Pike, Finance Director

**Date:** 3/28/2011

**Subject:** **Amended Budget for the Year Ending December 31, 2011**

### ITEM DESCRIPTION

To approve the budget amendment and adopt the revised general fund budget for the fiscal year ending December 31, 2011.

### BACKGROUND

This amendment captures prior year projects identified below not completed in 2010. In addition to the highlighted 2010 projects carrying over into 2011, Finance identified several budgetary adjustments needed since the budget was adopted five months ago. Most of these adjustments are minor, though it does include \$5 million for land acquisition, and \$200,000 for legal fees related to the park bonds.

Description	Project		
<b>Public Works</b>			
Professional Services - PW	Transportation plan	\$	<b>40,000</b>
Transfer to Capital - PW	RFP Re-issued for work order software	\$	<b>90,000</b>
Transfer to Capital - Parks	Site Acquisitions	\$	<b>5,150,000</b>
Prof. Services -Parks	Parks master plan	\$	<b>57,000</b>
<b>Legal</b>			
Prof. Services - Legal	Parks Bond	\$	<b>200,000</b>
<b>Finance &amp; Administration</b>			
IT - Transfer to Capital	Sharepoint	\$	<b>24,600</b>
IT - Transfer to Capital	Courtroom AV	\$	<b>121,400</b>
Marketing - Prof Svcs	Web site redesign - Billed in 2011	\$	<b>32,540</b>
Professional Services - F&A	Reimbursable to CGA for Court Overtime	\$	<b>5,000</b>
Purchasing - Prof. Services	Vendor Selection Services	\$	<b>29,000</b>
Facilities - Utility Expense	City Hall - Mgt Co installed meter at City Hall	\$	<b>70,000</b>
<b>City Manager</b>			
Prof. Services City Manager	Economic Development Prof. Svcs.	\$	<b>14,000</b>
Personnel Servies	City Manager Raise Eff 1-1-2011	\$	<b>2,400</b>
Group Insurance	Shortfall in Budget for Benefits	\$	<b>1,800</b>
<b>Community Development</b>			
Prof. Services Comm. Dev.	Georgetown/Village master plan	\$	<b>75,000</b>
	Impact fee feasibility	\$	<b>30,000</b>
<b>Police</b>			
Machinery & equipment	Code Red	\$	<b>24,500</b>
Small equipment	Ballistic blanket	\$	<b>7,000</b>
Machinery & equipment	Vehicles (on order)	\$	<b>56,500</b>
Machinery & equipment	Small equipment (on order)	\$	<b>18,200</b>



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**ALTERNATIVES**

Council may choose to deny the recommendation and leave the existing budget in place. Work would stop immediately on the remaining projects, though significant work has been done in anticipation of the amendment.

**RECOMMENDED ACTION**

Staff recommends Council approve the ordinance to amend the 2011 budget increasing budgeted expenditures.

**AN ORDINANCE AMENDING THE BUDGET FOR THE FISCAL YEAR 2011 FOR EACH FUND OF THE CITY OF DUNWOODY, GEORGIA, PURSUANT TO ARTICLE V, SECTION 5 OF THE CHARTER OF THE CITY, BEGINNING JANUARY 1, 2011, AND ENDING DECEMBER 31, 2011, APPROPRIATING THE AMOUNTS SHOWN IN EACH BUDGET AS EXPENDITURES, ADOPTING THE ITEM OF ANTICIPATED FUNDING SOURCES, PROHIBITING EXPENDITURES TO EXCEED APPROPRIATIONS, AND PROHIBITING EXPENDITURES FROM EXCEEDING ACTUAL FUNDING SOURCES**

**WHEREAS,** a proposed amended budget for each of the various funds of the City has been presented to the Mayor and City Council; and

**WHEREAS,** the Mayor and City Council have reviewed the proposed amendment; and

**WHEREAS,** each of the funds has a balanced budget, such that anticipated funding sources equal or exceed proposed expenditures; and

**WHEREAS,** This Budget Amendment and the Budget Message pursuant to Section 5.03(a) of the City Charter have been filed in the office of the City Clerk and open for public inspection; and

**WHEREAS,** the Mayor and City Council intend to amend the annual budget for the Fiscal Year 2011.

**NOW, THEREFORE, BE IT ORDAINED** by the Mayor and Council of the City of Dunwoody, pursuant to their authority, as follows:

Section 1. That this amended budget maintains the number of established Dunwoody full-time positions for 2011 at 59. This number may only be increased or decreased through approval of the Mayor and City Council; and

Section 2. That the City of Dunwoody, Georgia hereby amends the budget for the Fiscal Year 2011, said budget being described below;

**STATE OF GEORGIA  
CITY OF DUNWOODY**

**ORDINANCE 2011-03-10**

**GENERAL FUND BUDGET REVENUE**

<b>SOURCE</b>	<b>PROPOSED BUDGET</b>
Use of Prior Year Fund Balance	\$ 6,048,940
<b>TOTAL GENERAL FUND RECEIPTS</b>	<b>\$ 6,048,940</b>

**GENERAL FUND BUDGET EXPENDITURES**

<b>DEPARTMENT</b>	<b>PROPOSED BUDGET</b>
City Manager	\$ 18,200
City Attorney	200,000
Community Development	105,000
Finance & Administration	282,540
Police	106,200
Public Works	5,337,000
<b>TOTAL GENERAL FUND EXPENDITURES</b>	<b>\$ 6,048,940</b>

In addition to the General Fund Expenditure increases above, the Capital Projects Fund will be equally adjusted for any transfers from the General Fund for capital.

Section 3. That any increase or decrease in appropriations or revenue of any fund or for any department; the establishment of new capital projects; or the establishment of new grant projects other than those exceptions provided for herein, shall require approval of the City Council; and

Section 4. That the City Manager and his/her designee may promulgate all necessary internal rules, regulations, and policies to ensure that this Budget Ordinance is followed.

**SO ORDAINED BY THE MAYOR AND CITY COUNCIL OF THE CITY OF DUNWOODY, GEORGIA** this the 28<sup>th</sup> day of March, 2011.

Approved:

\_\_\_\_\_  
Ken Wright, Mayor

Attest:

\_\_\_\_\_  
Sharon Lowery, City Clerk  
Seal

Approved as to Form and Content

\_\_\_\_\_  
Brian Anderson, City Attorney