



REQUEST FOR BUDGET ADJUSTMENT

REQUESTER NAME & TITLE: Todd Jordan, Process Engineer FISCAL YEAR: 2022
PREPARER NAME & TITLE: Nancy Rothlisberger, Sr. EU Business Analyst COUNCIL DATE (if applicable): 9/15/2021
DEPARTMENT/DIVISION: EU/Wastewater ORDINANCE: _____

EXPENDITURES/EXPENSES/TRANSFERS OUT

ACCOUNT STRING				BUDGET (\$)	DESCRIPTION
Fund	Account	Center	Project	Adjustment	
6230	6587	84001	500063	(350,000)	Delete project budget from 6230
6231	6587	84001	500063	350,000	Capital outlay for 500063
6230	5080	84001	500063	(20,000)	Delete project budget from 6230
6231	5080	84001	500063	20,000	Secondary labor for 500063
6231	6587	84001	500063	345,000	Additional capital outlay for 500063
6231	5080	84001	500063	55,000	Additional secondary labor for 500063
6230	6587	84001	500142	(200,000)	Delete project budget from 6230
6231	6587	84001	500142	200,000	Capital outlay for 500142
6230	5080	84001	500142	(10,000)	Delete project budget from 6230
6231	5080	84001	500142	10,000	Secondary labor for 500142
6230	6801	10001	000000	2,000,000	Transfer from 6230 to 6231
TOTAL				2,400,000	

REVENUES/TRANSFERS IN

ACCOUNT STRING				BUDGET (\$)	DESCRIPTION
Fund	Account	Center	Project	Adjustment	
6230	4780	84001	500063	(132,090)	Delete project revenue budget
6230	4435	84001	500142	(74,970)	Delete project revenue budget
6231	4801	10001	000000	2,000,000	Transfer to 6231 from 6230
TOTAL				1,792,940	

NET ADJUSTMENT	607,060
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FUND BALANCE

ACCOUNT STRING				BUDGET (\$)	DESCRIPTION
Fund	Account	Center	Project	Adjustment	
6230				(1,627,060)	Decrease available resources - delete budget (rev/exp) for projects #500063 and #500142 in 6230 and transfer out \$2M to fund 6231 activities
6231				1,020,000	Increase available resources - initiate projects #500063 (original budget of \$370,000 + additional \$400,000) and #500142 (original budget of \$210,000) and transfer in \$2M from fund 6230
TOTAL				(607,060)	

Justification for Budget Adjustment:

The Dry Creek Operations and Lab Building project (#500063) and the Pleasant Grove Wastewater Treatment Plant Maintenance Building project (#500142) are both SPWA partner projects that originated in the Wastewater Rehabilitation Fund (6230) and, to date, have not had any expenditures. This budget adjustment requests:

Project #500063:


- Delete the original project expense budget of \$370,000 from the Wastewater Rehabilitation Fund (6230) and appropriate that same amount for the project in the Wastewater Regional Rehabilitation Fund (6231). In order to facilitate partner reimbursements, this project will now "live" in fund 6231 instead of fund 6230.
- Delete the original project revenue budget (reimbursements from the partners) of \$132,090 since partner reimbursements in fund 6231 are not directly applied to individual project costs.
- Increase the project expense budget by \$400,000 to cover a new contract and an updated secondary labor estimate. The project's current budget is \$370,000. Of the \$400,000 new appropriation request, \$345,000 is to fully-fund a new professional design services agreement with Williams + Paddon (total contract for this project's portion = \$682,050) and \$55,000 is for additional City staff labor. The reimbursement for staff labor is already budgeted in various Wastewater operating centers for FY2021-22 and will be included in upcoming annual operating budgets. The new total budget for this project will be \$770,000. EU's Wastewater SPWA partner projects are funded up-front by fund 6231 with reimbursements from the partners (South Placer Municipal Utility District and Placer County) coming in annually based on each partner's share of wastewater flows--usually approximately 35% of the project total.

Project #500142:

- Delete the original project expense budget of \$210,000 from fund 6230 and appropriate that same amount for the project in fund 6231. In order to facilitate partner reimbursements, this project will now "live" in fund 6231 instead of fund 6230.
- Delete the original project revenue budget (reimbursements from the partners) of \$74,970 since partner reimbursements in fund 6231 are not directly applied to individual project costs.

Transfer:

- Transfer \$2,000,000 from fund 6230 to fund 6231 to pay for regional rehabilitation projects.

REQU		8/24/21	REQUIRED APPROVALS:
CHIEF FINANCIAL OFFICER / DESIGNEE	DATE	BUDGET MANAGER / DESIGNEE	DATE
CITY MANAGER / DESIGNEE	DATE		
BUDGET DEPARTMENT USE ONLY:			
POSTED BY	DATE		

Revised: June 24, 2019