

FY2021 Proposed September Budget Amendments



This document provides detailed information on the proposed FY2021 September budget amendments for the City of Pocatello.

A public hearing on the proposed budget amendments will be held at 6:00 pm on Thursday, September 16, 2021 in the Council Chambers at City Hall, 911 North 7th Avenue, Pocatello, Idaho 83201.

The City Council is scheduled to consider an amendment to the FY2021 Budget Ordinance at the regular meeting of September 16, 2021.

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MEMORANDUM FOR: Mayor Blad, Council Members & Citizen Stakeholders

FROM: James Krueger, Chief Financial Officer/Treasurer

SUBJECT: **Proposed FY21 April Budget Amendments**

DATE: September 2, 2021

1. **FOR INFORMATION.**

2. **Purpose.** To provide information regarding proposed FY21 September Budget Amendments.

3. **Discussion.**

a. **General.** Every year the City finds it necessary to amend the budget to account for unanticipated grants or other situations. Although the City may have been awarded a grant, the government must still authorize the new expenditures in the budget. The budget amendment process is similar to that of the original budget: publish a public notice twice with the details, hold a public hearing and then adopt an amended budget ordinance.

b. **Summary:**

FY 2021 Proposed September 16, 2021 Budget Amendments						
Ref #	Line #	Department Description	Fund	Amount	Source of \$	Notes/Description
1a	001-1000-421.33-99	Police	General	\$ 3,813.75	Idaho Transportation Grant	Grant for various items
1b	001-1000-421.40-12	Police	General	\$ 430.00	Idaho Transportation Grant	Grant for training
1c	001-1000-421.11-01	Police	General	\$ 2,872.96	Grant for overtime expense related to impaired driving mobilization	Grant for overtime
1d	001-1000-421.32-24	Police	General	\$ 2,000.00	Donation	To be used for various items
1e	001-1000-421.52-04	Police	General	\$ 19,952.50	Byrne Grant	To be used for purchase of equipment
2a	007-9903-461.32-99	Library	Library	\$ 2,246.75	Donations	Library Collection materials purchases
2b	007-9903-461.40-99	Library	Library	\$ 4,156.88	Insurance reimbursement	Repair Library statue that was damaged
2c	007-9903-461.32-101	Library	Library	\$ 24,800.00	Federal Covid Grant	Replacement of vehicle
	Total Amendments			\$ 60,272.84		

c. **Timeline.** The proposed timeline for this “September” set of budget amendments is:

August 30, 2021 Notice sent to Idaho State Journal (ISJ)
September 3, 2021 Public notice #1 published
September 10, 2021 Public notice #2 published
September 16, 2021 Public Hearing and consider amended ordinance

d. **Further amendments.** This is the first amendment to the budget for fiscal year 2021.

e. **About amendments in general.** Amendments can be confusing; it appears that “the City cannot stick to a budget.” But the reality is that Council involvement with amendments indicates tight management, not the reverse. The FY21 budget was built during spring, 2020 and adopted in August, 2020. It is never possible to fully anticipate every grant, every real-world situation 12-18 months out, and we have some new grants that were not anticipated even two months out. We could accommodate that within the budget by adopting a large contingency budget, but we choose not to do that. A tight FY2021 budget was built that only includes grants and business activity that we knew about or had a good history with. We elect to amend in detail if we are awarded an unplanned grant, etc. This makes it necessary to involve the Council and the Community in a variety of fairly mundane issues because that is what tight management requires. Finally, not everyone understands the difference between budget authority and actual expenditure. We need permission (budget authority) to make an actual expenditure out of a fund, but also permission (budget authority) to move money within the city between funds. If Fund A needs to make an expenditure of \$100 and needs to get the \$100 cash from Fund B, there needs to be \$200 in amendments. The need is to move \$100 from Fund B to Fund A with a \$100 amendment, and then have another amendment to authorize Fund A to actually spend the \$100 on a good or service.

f. **Itemized details.** Each amendment has its own story. Here are the details, organized by reference number from the summary:

- 1) **General Fund 001, Police Department, \$29,069.21.** The Police Department received several grants totaling \$ 27,069.21 and one donation of \$2,000.00 over the last three months for overtime expenditures of \$2,872.96 (mobilization for impaired driving) , purchase of equipment \$19,952.50; various safety related items \$5,813.75 and training \$430.00. The additional revenue and the expenditures were not anticipated as part of the Fiscal Year 2021 budget in the Police Department.
- 2) **Library Fund 007, \$31,203.63.** The Library has received donations of \$2,246.75, an insurance reimbursement of \$4,156.88 and a grant of \$24,800.00. The donations will be used to provide additional collection materials of \$2,246.75. The insurance reimbursement will be used to repair a statue at the Library and the grant will be used to replacement a Library vehicle. All of these expenditure and revenue items were not anticipated in the Fiscal Year 2021 budget.

g. **Summary.** The total amount of all amendments is \$60,272.84. A breakout by fund is shown in the chart that follows:

Budget Amendments

Fund	Amount
General Fund	\$ 29,069.21
Library Fund	\$ 31,203.63
Total	\$ 60,272.84

h. Contacts.

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