

ORDINANCE NO 2021 -15

**AN ORDINANCE AMENDING THE ANNUAL BUDGET ORDINANCE FOR FISCAL
YEAR JULY 1, 2021, THROUGH JUNE 30, 2022**

SUMMARY

GENERAL FUND

Prior Year Revenues are increased by \$515,507. Federal Grant Revenue is decreased by \$1,750,000. Transfers from Other Funds are increased by \$1,750,000. General Government Expenses are increased by \$320,000. Police Expenses are increased by \$22,690. Fire Expenses are decreased by \$91,944. Public Works Expenses are increased by \$2,575. Engineering Expenses are increased by \$103,925. Transfers to Other Funds are increased by \$158,261.

GRANT FUND

Prior Year Revenues are decreased by \$2,000. CDBG-CV Revenue is increased by \$200,000. CDBG Revenue is decreased by \$92,000. Federal Grant Revenue is decreased by \$416,849.55. Police expenses are increased by \$121,893. Fire Expenses are increased by \$128,094. Community Services expenses are decreased by \$560,836.55.

ARPA FUND (NEW)

American Rescue Plan Act Revenue is increased by \$4,530,746.73. Other Revenues are increased by \$1,781.25. Police Expenses are increased by \$140,000. Storm Water Expenses are increased by \$903,562.50. Transfers to Other Funds are increased by \$1,750,000.

ENVIRONMENTAL SERVICES FUND

Storm Water Expenses are increased by \$155,261. Transfers from Other Funds are increased by \$155,261.

CEMETERY FUND

Intergovernmental Revenues are increased by \$3,000. Transfers From Other Funds are increased by \$3,000. Cemetery Expenses are increased by \$6,000.

CAPITAL PROJECTS FUND

Prior Year Revenues are decreased by \$2,159.45. Loan Proceeds are increased by \$23,540,000. Capital Expenses are increased by \$23,537,840.55.

All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed. This ordinance shall take effect after its passage and publication according to law.

The full text of Ordinance 2021 15 is available for examination in the City Clerk's Office, 100 North Court Street, Georgetown, Kentucky 40324 or at www.georgetownky.gov.

PUBLICLY INTRODUCED AND READ FIRST TIME: September 27, 2021

PUBLICLY READ SECOND TIME AND PASSED: October 11, 2021

APPROVED: *Tom Prather*
Tom Prather (Oct 19, 2021 10:16 EDT)
Tom Prather, Mayor

ATTEST: *Tracie Hoffman*
Tracie Hoffman (Oct 19, 2021 19:36 EDT)
Tracie Hoffman, City Clerk

I, Devon Golden, hereby certify I am an Attorney licensed to practice law in the Commonwealth of Kentucky. My office is located at 100 North Court Street, Georgetown, Kentucky 40324. I further certify the foregoing Summary of Ordinance 2021 -15, of the City of Georgetown, Kentucky, was prepared in accordance with the requirements of KRS 83A.060(9), and is a true and accurate summary of the contents of said Ordinance.



Devon Golden, City Attorney

ORDINANCE # 2021 -15

AN ORDINANCE OF THE CITY OF GEORGETOWN, KENTUCKY, AMENDING THE ANNUAL BUDGET FOR THE FISCAL PERIOD JULY 1, 2021, THROUGH JUNE 30, 2022

SPONSORS: COUNCIL MEMBERS DAVID LUSBY AND CONNIE TACKETT

NOW THEREFORE, BE IT ORDAINED BY THE CITY OF GEORGETOWN, KENTUCKY, AS FOLLOWS:

SECTION ONE

The annual budget for the fiscal year beginning July 1, 2021, and ending June 30, 2022, adopted on June 14, 2021, by Ordinance 2021-06, is amended as set forth in Exhibit A attached hereto and incorporated herein by reference.

SECTION TWO

Except as provided in the Georgetown Purchasing Policy adopted in Municipal Order 11-028, the Mayor is hereby authorized to enter into any contracts or agreements necessary to fulfill the operation of City government within the allocations listed in this ordinance.

SECTION THREE

If any section, subsection, sentence, clause, or phrase of this ordinance is for any reason held unconstitutional or otherwise invalid, such infirmities shall not affect the validity of the remaining portions of this ordinance.

SECTION FOUR

All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

SECTION FIVE

This ordinance shall take effect after its passage and publication according to law.

PUBLICLY INTRODUCED AND READ FIRST TIME: September 27, 2021

PUBLICLY READ SECOND TIME AND PASSED: October 11, 2021

CITY OF GEORGETOWN, KENTUCKY
APPROVED:

Tom Prather
Tom Prather (Oct 19, 2021 10:16 EDT)

Tom Prather, Mayor

ATTEST:

Tracie Hoffman
Tracie Hoffman (Oct 19, 2021 19:36 EDT)

Tracie Hoffman, City Clerk

MEMORANDUM

DATE: September 27, 2021
TO: MAYOR PRATHER AND CITY COUNCIL
FR: STACEY CLARK, DIRECTOR OF FINANCE
RE: 2021-2022 Budget Amendment #1

Please review the attached summary that shows the beginning budget balance of each fund, the proposed changes and the ending budget balance of the fund. Please keep in mind that the “balances” shown are the balances for the 2021-2022 operating budget, not the total fund balance (reserves) for that fund. Revenues that are being increased are shown as positive numbers, while revenues that are being decreased are shown as negatives. Expenses that are increased are shown as negatives, while expenses that are decreased are shown as positives. I have broken down the various changes into items that have already been approved by Council through Municipal Order/Ordinance/Resolution or a prior year budget and new items requested.

Also included in this information will be the summary ordinance and budget ordinance, which includes the detailed Exhibit A showing strikethroughs on the current account budgets and bold/underline text for the new amounts as required by statute.

Previously approved transactions and items carried over from FY 20-21 can be reviewed on the attached summary. Explanations for the newly requested budget changes are outlined below.

1. ARPA – While final guidelines for the use of ARPA Funds have not yet been issued, we have decided to set up a separate fund for accounting for these revenues and expenses. For this amendment, the \$1,750,000 that was budgeted in the General Fund for revenue replacement (under the account Grant: Federal) is simply being reclassified as a Transfer from the ARPA Fund. It may later be determined that rather than transferring the revenue from the ARPA Fund to the General Fund, expenses totaling \$1,750,000 may need to be directly recorded in the ARPA Fund. If that determination is made, it will be updated again in a later budget amendment.
2. General Government – It has been determined that the position of Risk Manager would be highly beneficial to the City. It has been recommended in the past by KLC and it is requested to fund this position at this time. The Council will again have the opportunity to discuss this position when a Personnel Ordinance is presented for consideration. At that time, Council will be presented with additional information about how the cost for this position may be reduced, such as by gaining points on insurance renewals that will lead to a decrease in insurance premiums.
3. General Government – Administration is requesting \$150,000 to be added to the city-wide budget for technology improvements. Each of these items/projects that are over \$10,000 will be brought to Council for approval prior to initiation of the purchase.
4. Gen Govt/Engineering – Funds to pay interns were budgeted in the General Government and Engineering Professional Services line items. This budget amendment moves those funds to salaries and benefits, as these positions will be added to our personnel ordinance and paid through payroll.
5. Police – An administrative assistant/clerical position has been requested by the Police Department if body cameras are purchased to manage the additional duties that come with monitoring, storing, and cataloguing video data. It is estimated at a salary of \$37,000 annually, plus benefits, for a total of \$75,000.
6. Police – There is a small decrease of \$4,215 to the personnel budgeted in the General Fund for VOCA to adjust for the actual grant award amount. The General Fund will also now be picking up the operating costs such as supplies, victim resources, safety measures, etc., at a total of \$17,416.
7. Police/Fire – The City received an additional allotment of CARES Act funding that will be used to pay for \$256,188 of first responder salaries. This is a reduction in expenses to the General Fund.

2021-2022 Budget Amendment #1 Summary

General Fund

Original Budget Balance (Prior Year Revenues Used) 211.56

Carryforward Items from FY2021 Budget (MO 2021-30)

Police - Ammunition (23,999.00)
Police - Scopes (3,817.00)
Police - Cameras (7,497.00)
Police - Insurance Proceeds to Purchase New Vehicle (27,270.00)
Fire - Ballistic Gear (36,150.00)

Previously Approved Transactions:

General Government - Professional Services - KIA Loan Admin (MO 2021-44) (50,000.00)

Grant: Federal (ARPA) (1,750,000.00)

Transfer from ARPA Fund/Move Expenses to ARPA Fund 1,750,000.00

New Requests:

General Government (HR) - Risk Manager (120,000.00)
General Government (Salaries) - Interns (10,980.00)
General Government (Professional Services) - Interns 10,980.00
General Government - Technology Budget (150,000.00)
Police - Administrative/Clerical Position for Body Camera Monitoring (75,000.00)
Police - VOCA Personnel 4,215.00
Police - VOCA Operating Expenses (17,416.00)
Police Salaries & Benefits (Reassigned to CARES Act Funding) 128,094.00
Fire Salaries & Benefits (Reassigned to CARES Act Funding) 128,094.00
Public Works (Salaries) - Interns (2,575.00)
Engineering - Sidewalk Cost-Sharing Program (100,000.00)
Engineering (Professional Services) - Interns 2,575.00
Engineering - Street Light Repair/Conversion to LED Scroggins Park (6,500.00)
Transfer to Environmental Services Fund (Storm Water Carry-over Items) (155,261.00)
Transfer to Cemetery Fund (3,000.00)

General Fund Budget Surplus (Deficit) *Prior Year Revenues Used (515,295.44)

Grant Fund

Original Budget Balance (7,875.00) DRMO Carryover

Previously Approved Transactions:

CDBG-CV Grant Revenue (Resolution 2021-27) 200,000.00
CDBG-CV Grant Expense (200,000.00)
CARES Act Grant Revenue (Resolution 2021-28) 256,188.00
Police Salaries & Benefits (128,094.00)
Fire Salaries & Benefits (128,094.00)

Grant Updates:

CMAQ Grant Revenue (Resolution 2021-24) (18,836.55)
CMAQ Grant Expense 18,836.55
CDBG Grant Revenue (92,000.00)
CDBG Grant Expense 92,000.00
Reduce ARPA/Federal Grant Revenue (650,000.00)
Reduce ARPA Expenses 650,000.00
DRMO Expense Reduction for Expenses Incurred Prior to 7-1-2021 2,000.00

New Requests:

VOCA Grant Revenue (4,201.00)

VOCA Grant Expenses	4,201.00
Grant Fund Budget Surplus (Deficit) *PY Revenues Used	<u>(5,875.00)</u> DRMO Carryover

ARPA Fund

Original Budget Balance	-
Previously Budgeted Items: (Move to ARPA Fund)	
Storm Water/Sewer Projects (South Sewer, Bourbon St)	(650,000.00)
Lost Revenue Replacement/Transfer to General Fund/General Operating Expenses	(1,750,000.00)
ARPA Revenue:	4,530,746.73
Previously Approved Items:	
Rain Barrel Cost Sharing Program (Resolution 2021-22)	(3,562.50)
Revenue from sale of Rain Barrels	1,781.25
New Items:	
Police Axon Body Cameras	(140,000.00)
Purchase of Property on Broadway for Storm Water Improvements	<u>(250,000.00)</u>
ARPA Fund Budget Surplus (Deficit) *PY Revenues Used	<u>1,738,965.48</u>

Environmental Services Fund

Original Budget Balance (Prior Year Revenues Used)	(149,307.50)
Carryforward Items from FY2021 Budget (MO 2021-30)	
Transfer from General Fund	155,261.00
Storm Water - Curb Box Replacements	(89,586.00)
Storm Water - S. Broadway/Clayton Engineering Report	(57,975.00)
Storm Water - Curb Work H&W Concrete	(6,200.00)
Storm Water - 615 S. Broadway Manhole Replacement	<u>(1,500.00)</u>
Env Services Fund Budget Surplus (Deficit)	<u>(149,307.50)</u>

Cemetery Fund

Original Budget Balance (Prior Year Revenues Used)	-
New Requests:	
Uniforms for Two New Positions	(1,000.00)
Decrease Personnel	27,000.00
Increase Professional Services	(32,000.00)
Transfer from General Fund	3,000.00
County Half	<u>3,000.00</u>
Cemetery Fund Budget Surplus (Deficit)	<u>-</u>

Capital Projects Fund

Original Budget Balance (Prior Year Revenues Used)	(573,946.00)
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Previously Approved Transactions:

KIA Loan Proceeds (Resolution 2021-21)	23,540,000.00
South Sewer Construction Expenses	(23,540,000.00)

Carryforward Balance Corrections:

Cardinal Drive (CMAQ)	<u>2,159.45</u>
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Capital Projects Fund Budget Surplus (Deficit) *Prior Year Revenues Used	<u><u>(571,786.55)</u></u>
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8. Engineering – This amendment allocates \$100,000 to a cost-sharing program for the repair of sidewalks throughout the City. This will be a 50/50 program between the City and citizens. Additionally, it is requested to add \$6,500 to the engineering special projects budget for the repair of streetlights at Scroggins Park, by converting the lights to LED.
9. Grant Fund – Various adjustments are made to carry-forward balances for grants such as CMAQ, CDBG, and DRMO. ARPA revenues and expenses are moved to a separate fund. Personnel expenses paid for by the VOCA grant are increased by \$4,201 based on the award amount.
10. ARPA Fund – A new fund is set up for the administration and monitoring of the American Rescue Plan Act revenues. The first half of funds was received in July 2021. The original FY22 budget approved using \$1,750,000 of these funds for revenue replacement and \$650,000 for Storm Water and Sewer projects. This amendment allocates additional funds for the purchase of property for storm water improvements, rain barrel purchases, and the purchase of body cameras for the Police department.
11. Cemetery Fund – The Cemetery has been required to use additional temporary personnel while waiting to fill its Maintenance Worker position. This amendment transfers funds from salary and benefits to Professional Services to reflect that increased cost. It also increases the Professional Services budget by \$5,000 due to underestimating the cost of seasonal temporary personnel in the original approved budget. Also, the original approved budget did not include additional uniform funds to cover two new positions and this amendment adds \$1,000 to the uniform budget.
12. Capital Projects Fund – This amendment corrects the amount of carry-forward funds for the Cardinal Drive road project and adds the revenue/expense for the KIA Loan/South Sewer Project.




21-22 Budget Amendment #1 Ordinance

Final Audit Report

2021-10-20

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"21-22 Budget Amendment #1 Ordinance" History

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