

ORDINANCE # 18 -008

AN ORDINANCE OF THE CITY OF GEORGETOWN, KENTUCKY, AMENDING THE ANNUAL BUDGET FOR THE FISCAL PERIOD JULY 1, 2017, THROUGH JUNE 30, 2018

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, 2017 and ending June 30, 2018, adopted on June 1, 2017, by Ordinance 17-005 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All ordinances or parts of ordinances in conflict with this ordinance are hereby repealed.

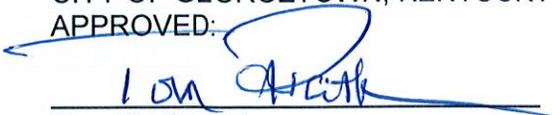
SECTION FIVE

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

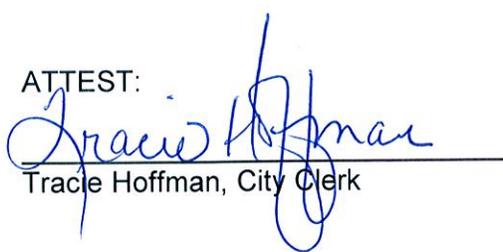
PUBLICLY INTRODUCED AND READ FIRST TIME: February 26, 2018

PUBLICLY READ SECOND TIME AND PASSED: March 21, 2018

CITY OF GEORGETOWN, KENTUCKY
APPROVED:


Tom Prather, Mayor

ATTEST:


Tracie Hoffman, City Clerk

ORDINANCE NO 18 -008

**AN ORDINANCE AMENDING THE ANNUAL BUDGET ORDINANCE FOR FISCAL
YEAR JULY 1, 2017 THROUGH JUNE 30, 2018**

SUMMARY

GENERAL FUND

Prior Year Revenues are increased by \$511,040.23. Grant Revenue is increased by \$35,000. Intergovernmental Revenue is increased by \$97,401.91. Other Revenue is increased by \$92,425. General Government Expenses are increased by \$18,475. Council Expenses are increased by \$45. City Clerk Expenses are increased by \$40. Police Expenses are decreased by \$35,551. Fire Expenses are increased by \$294,824. Dispatch Expenses are increased by \$119,483.82. Code Expenses are increased by \$5,320. City Engineer Expenses are decreased by \$4,535. Transfers Out are increased by \$125,840.32. Capital Expenses are increased by \$211,925.

BUSINESS PARK FUND

Other Revenues are increased by \$1,000,000. Expenses are increased by \$1,000,000.

GRANT FUND

State Grant Revenues are increased by \$11,427. Federal Grant Revenues are increased by \$4,363.27. Other Revenues are increased by \$12,098.09. Police Department Expenses are increased by \$16,461.36. Fire Department Expenses are increased by \$8,795. Community Development Expenses are increased by \$2,632.

MAP FUND

Prior Year Revenues are increased by \$108,098.86. Expenses are increased by \$108,098.86.

LGEA FUND

Prior Year Revenues are increased by \$5,116.36. Expenses are increased by \$5,116.36.

DRUG FUND

Prior Year Revenues are decreased by \$19,075.91. State Expenses are increased by \$15,748.67. Federal Expenses are decreased by \$34,824.58.

ENVIRONMENTAL SERVICES FUND

Prior Year Revenues are increased by \$58,158.50. Intergovernmental Revenue is increased by \$5,427.50. Transfers In are increased by \$111,185.26. Sanitation Expenses are increased by \$52,731. Recycling Expenses are increased by \$10,855. Storm Water Expenses are increased by \$111,185.26.

CEMETERY OPERATING FUND

Intergovernmental Revenue is increased by \$6,827.50. Transfers In are increased by \$6,827.50. Cemetery Expenses are increased by \$13,655.

CAPITAL PROJECTS FUND

Prior Year Revenues are increased by \$7,916.53. Intergovernmental Revenues are increased by \$473,671.68. Transfers In are increased by \$7,827.56. Capital Expenses are increased by \$489,415.77.

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 18 -008 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: February 26, 2018

PUBLICLY READ SECOND TIME AND PASSED: March 12, 2018

APPROVED: Tom Prather
Tom Prather, Mayor

ATTEST: Tracie Hoffman
Tracie Hoffman, City Clerk

I, Andrew Hartley, 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 18 -008, 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.

Andrew Hartley
Andrew Hartley, City Attorney

MEMORANDUM

DATE: February 26, 2018

TO: MAYOR PRATHER AND CITY COUNCIL

FR: STACEY CLARK, DIRECTOR OF FINANCE

RE: 17-18 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 17-18 operating budget, not the total fund balance (reserves) for that fund. Revenues that are being increased are shown as positive numbers. 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 or a prior year budget, as well as revenues already received, and new items requested.

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

Previously approved transactions or revenues received can be reviewed on the attached summary and make up most of the budget changes in this amendment. Explanations for the newly requested budget changes are outlined below. There are a few line items that are decreased, because the funds are used to offset increases in other line items or because a grant award was less than originally anticipated. Those decreases are shown on the attached summary.

1. Motor Fuel line items were increased in various funds & departments to ensure enough funds were available for the remainder of FY17-18.
2. Workers' Compensation Insurance line items were increased in various funds & departments to account for a mid-year adjustment billing that was not anticipated in the original budget. This mid-year adjustment will hopefully prevent the City from being billed after the 17-18 workers' compensation audit.
3. The original FY 17-18 budget included \$20,000 to hire an architect to begin a needs assessment and plan for the renovation of City Hall. This amendment adds an additional \$47,000 for this purpose to award a contract for a needs assessment that will be brought to Council for approval in the near future.
4. For the Municipal Road Aid, LGEA, and Drug Funds, expense line items are being adjusted to reflect the balance in those funds from the previous year so that we may fully utilize those funds during this budget year. The original budget estimated what the ending balances would be at June 30, 2017, and this amendment adjusts those to the actual numbers.
5. The Grant Fund is simply cleaning up minor amount changes in grants that have been awarded to the City, grants from the prior year that have activity in FY 17-18, and adding a few new grants that have been awarded. The Police Department also uses line items in the grant fund to track and spend funds from the surplus of their DRMO equipment, so those line items are adjusted to reflect the surplus funds that were accumulated and unspent through today.
6. The Cemetery Fund includes an additional amount for professional services to hire an architect or engineer to design a new wall or fence for the city cemetery.

| Account | Description | Initial | Transfer | Current Budget | Amendment #1 | Amended Budget |
|-------------|-----------------------------------|----------------|------------|----------------|----------------|----------------|
| 10-000-4640 | GRANT: LOCAL | - | - | - | 35,000.00 | 35,000.00 |
| 10-000-4660 | INTERGOVT: MISC | - | - | - | 35,000.00 | 35,000.00 |
| 10-000-4654 | INTERGOVT: CODE ENFORCEMENT | 130,769.08 | - | 130,769.08 | 2,660.00 | 133,429.08 |
| 10-000-4656 | INTERGOVT: DISPATCH | 760,965.63 | - | 760,965.63 | 59,741.91 | 820,707.54 |
| 10-000-4805 | INSURANCE PROCEEDS | - | - | - | 92,425.00 | 92,425.00 |
| 10-110-5150 | WORKERS COMPENSATION | (1,619.20) | - | (1,619.20) | (3,475.00) | (5,094.20) |
| 10-110-5230 | PROFESSIONAL SERVICES | (326,333.20) | - | (326,333.20) | (15,000.00) | (341,333.20) |
| 10-120-5150 | WORKER'S COMPENSATION | (271.92) | - | (271.92) | (45.00) | (316.92) |
| 10-130-5150 | WORKERS COMPENSATION | (254.14) | - | (254.14) | (40.00) | (294.14) |
| 10-210-5150 | WORKERS COMPENSATION | (113,755.74) | - | (113,755.74) | (50,615.00) | (164,370.74) |
| 10-210-5335 | MOTOR FUEL | (130,000.00) | - | (130,000.00) | (20,119.00) | (150,119.00) |
| 10-210-5590 | VEHICLES | (304,212.64) | - | (304,212.64) | 106,285.00 | (197,927.64) |
| 10-220-5150 | WORKERS COMPENSATION | (121,215.60) | - | (121,215.60) | (29,630.00) | (150,845.60) |
| 10-220-5335 | MOTOR FUEL | (52,000.00) | - | (52,000.00) | (9,517.00) | (61,517.00) |
| 10-220-5510 | BUILDINGS & IMPROVEMENTS | (15,000.00) | - | (15,000.00) | (27,272.00) | (42,272.00) |
| 10-220-5590 | VEHICLES | (271,977.30) | - | (271,977.30) | (228,405.00) | (500,382.30) |
| 10-230-5150 | WORKERS COMPENSATION | (5,152.40) | - | (5,152.40) | (811.00) | (5,963.40) |
| 10-230-5224 | MAINTENANCE: COMM EQUIPMENT | (120,532.00) | (11.00) | (120,543.00) | (44,449.50) | (164,992.50) |
| 10-230-5230 | PROFESSIONAL SERVICES | (63,560.00) | - | (63,560.00) | (73,742.32) | (137,302.32) |
| 10-230-5335 | MOTOR FUEL | (800.00) | - | (800.00) | (481.00) | (1,281.00) |
| 10-240-5150 | WORKERS COMPENSATION | (3,616.80) | - | (3,616.80) | (3,060.00) | (6,676.80) |
| 10-240-5590 | VEHICLES | - | (5,000.00) | (5,000.00) | (2,260.00) | (7,260.00) |
| 10-320-5230 | PROFESSIONAL SERVICES | (48,000.00) | - | (48,000.00) | (14,125.00) | (62,125.00) |
| 10-320-5335 | Motor Fuel | (300.00) | - | (300.00) | (226.00) | (526.00) |
| 10-320-5590 | VEHICLES | (25,000.00) | - | (25,000.00) | 18,886.00 | (6,114.00) |
| 10-610-5710 | TRANSFER TO CAPITAL PROJECTS | (615,800.00) | - | (615,800.00) | (7,827.56) | (623,627.56) |
| 10-610-5720 | TRANSFER TO CEMETERY FUND | (60,963.86) | - | (60,963.86) | (6,827.50) | (67,791.36) |
| 10-610-5730 | TRANSFER TO ENVIRONMENTAL SERVICE | (886,882.44) | - | (886,882.44) | (111,185.26) | (998,067.70) |
| 10-810-5510 | BUILDINGS & IMPROVEMENTS | (20,000.00) | - | (20,000.00) | (141,925.00) | (161,925.00) |
| 10-810-5590 | VEHICLES | - | - | - | (70,000.00) | (70,000.00) |
| 11-000-4890 | MISCELLANEOUS INCOME | - | - | - | 1,000,000.00 | 1,000,000.00 |
| 11-530-5550 | LAND & LAND IMPROVEMENTS | - | - | - | (1,000,000.00) | (1,000,000.00) |
| 21-810-5665 | ROAD CONSTRUCTION & IMPROVEMENT | (1,758,154.00) | - | (1,758,154.00) | (108,098.86) | (1,866,252.86) |
| 22-310-5665 | ROAD CONSTRUCTION & IMPROVEMENT | (120,030.00) | - | (120,030.00) | (5,116.36) | (125,146.36) |
| 23-210-5385 | FORFEITURE EXPENSES: FEDERAL | (250,000.00) | - | (250,000.00) | 34,824.58 | (215,175.42) |
| 23-210-5390 | FORFEITURE EXPENSES: STATE | (95,000.00) | - | (95,000.00) | (15,748.67) | (110,748.67) |

| | | | | | | |
|-------------|-------------------------------------|--------------|---|--------------|--------------|--------------|
| 24-000-640 | GRANT: LOCAL | - | - | - | 12,098.09 | 12,098.09 |
| 24-000-4641 | GRANT: STATE | 1,090,057.02 | - | 1,090,067.02 | 11,427.00 | 1,101,484.02 |
| 24-000-4642 | GRANT: FEDERAL | 1,757,850.00 | - | 1,757,850.00 | 4,363.27 | 1,762,213.27 |
| 24-210-5000 | SALARIES | (50,000.00) | - | (50,000.00) | 4,675.00 | (45,325.00) |
| 24-210-5010 | OVERTIME | (10,000.00) | - | (10,000.00) | (2,000.00) | (12,000.00) |
| 24-210-5255 | TRAINING & PROFESSIONAL CONFERENCES | (500.00) | - | (500.00) | 500.00 | - |
| 24-210-5335 | MOTOR FUEL | (1,000.00) | - | (1,000.00) | (200.00) | (1,200.00) |
| 24-210-5392 | DRMO EXPENSES | - | - | - | (12,098.09) | (12,098.09) |
| 24-210-5521 | EQUIPMENT: TECHNICAL | - | - | - | (7,338.27) | (7,338.27) |
| 24-220-5520 | EQUIPMENT | - | - | - | (8,795.00) | (8,795.00) |
| 24-510-5550 | LAND & LAND IMPROVEMENTS | - | - | - | (2,632.00) | (2,632.00) |
| 30-000-4659 | INTERGOVT: RECYCLING | 169,019.55 | - | 169,019.55 | 5,427.50 | 174,447.05 |
| 30-000-4730 | TRANSFER FROM GENERAL FUND | 886,882.44 | - | 886,882.44 | 111,185.26 | 998,067.70 |
| 30-410-5150 | WORKERS COMPENSATION | (48,263.60) | - | (48,263.60) | (13,200.00) | (61,463.60) |
| 30-410-5335 | MOTOR FUEL | (67,000.00) | - | (67,000.00) | (32,556.00) | (99,556.00) |
| 30-410-5535 | HERBIES/ROSIES | (28,000.00) | - | (28,000.00) | (25,875.00) | (53,875.00) |
| 30-410-5590 | VEHICLES | (30,000.00) | - | (30,000.00) | 18,900.00 | (11,100.00) |
| 30-420-5150 | WORKERS COMPENSATION | (7,009.20) | - | (7,009.20) | (3,850.00) | (10,859.20) |
| 30-420-5335 | MOTOR FUEL | (12,000.00) | - | (12,000.00) | (4,505.00) | (16,505.00) |
| 30-420-5590 | VEHICLES | - | - | - | (2,500.00) | (2,500.00) |
| 30-430-5285 | STORM SEWER REPAIRS | (50,000.00) | - | (50,000.00) | (111,185.26) | (161,185.26) |
| 32-000-4655 | INTERGOVT: COUNTY | 60,963.85 | - | 60,963.86 | 6,827.50 | 67,791.35 |
| 32-000-4730 | TRANSFER FROM GENERAL FUND | 60,963.86 | - | 60,963.86 | 6,827.50 | 67,791.36 |
| 32-330-5150 | WORKERS COMPENSATION | (5,086.40) | - | (5,086.40) | (1,655.00) | (6,741.40) |
| 32-330-5230 | PROFESSIONAL SERVICES | (77,200.00) | - | (77,200.00) | (12,000.00) | (89,200.00) |
| 70-000-4652 | INTERGOVT: CAPITAL PROJECTS | - | - | - | 473,671.68 | 473,671.68 |
| 70-000-4730 | TRANSFER FROM GENERAL FUND | 615,800.00 | - | 615,800.00 | 7,827.56 | 623,627.56 |
| 70-110-5510 | BUILDINGS & IMPROVEMENTS | - | - | - | (131,688.24) | (131,688.24) |
| 70-510-5510 | BUILDINGS & IMPROVEMENTS | - | - | - | (8,598.36) | (8,598.36) |
| 70-510-5565 | ROAD CONSTRUCTION & IMPROVEMENTS | (365,800.00) | - | (365,800.00) | (349,129.17) | (714,929.17) |

2017-2018 Budget Amendment #1 Summary

General Fund

| | |
|--|------------------------------|
| Original Budget Balance (Prior Year Revenues Used) | (1,865,800.00) |
| Previously Approved Transactions: | |
| General Govt - Purchase of Two Toyota Camrys (MO 18-010) | (70,000.00) |
| Toyota Camry Grant | 35,000.00 |
| Scott County Fiscal Court Camry | 35,000.00 |
| General Govt - Kriss Lowry - CDBG Application (MO 17-067) | (15,000.00) |
| General Govt - Roof Replacement Insurance Claim (MO 17-022) | (94,925.00) |
| Insurance Proceeds | 92,425.00 |
| Dispatch - Antennae Repair/Replacement (MO 18-007) | (44,449.50) |
| Intergovernmental Revenue - Dispatch (County half of expense) | 22,224.75 |
| Dispatch - TUSA Phase I (MO 17-033, 17-023) | (26,972.32) |
| Dispatch - TUSA Phase II (MO 17-058) | (46,770.00) |
| Intergovernmental Revenue - Dispatch (County half of expense) | 36,871.16 |
| Fire - Concrete Driveway Slab Replacements (MO 17-054, 17-033) | (27,272.00) |
| Fire - Used 100' Quint Fire Truck (MO 17-033, 16-065) | (225,000.00) |
| Engineer - Old Oxford Engineering (MO 17-033) | (2,000.00) |
| Engineer - Encroachment Permit (MO 17-033) | (2,125.00) |
| Engineer - Street Light Project (\$10,000 budgeted, \$20,000 total) | (10,000.00) |
| Fire - Add Funds for Vehicles Leased through Enterprise (17-059) | (3,405.00) |
| Code - Add Funds for Vehicle Leased through Enterprise (17-059) | (2,260.00) |
| Intergovernmental Revenue - Code (County half of car lease) | 1,130.00 |
| Transfer to Environmental Services Fund (Storm Water) | (111,185.26) |
| Transfer to Capital Projects Fund | (7,827.56) |
| New Requests: | |
| Motor Fuel | (30,343.00) |
| Intergovernmental Revenue - County half of inter-local motor fuel | 240.50 |
| Workers' Compensation Insurance | (87,676.00) |
| Intergovernmental Revenue - County half of inter-local workers' comp | 1,935.50 |
| General Govt - City Hall Architect (\$20,000 already in budget) | (47,000.00) |
| Transfer to Cemetery Fund | (6,827.50) |
| Decrease: | |
| Engineer - Vehicles | 18,886.00 |
| Police - Vehicles | 106,285.00 |
| General Fund Budget Surplus (Deficit) | <u>(2,376,840.23)</u> |

Business Park Fund

| | |
|---|------------------------|
| Original Budget Balance (Prior Year Revenues Used) | - |
| Previously Approved Transactions: | |
| Land Purchase - 372 Barkley Lane (MO 17-068) | (225,000.00) |
| Balance of Toyota Funds for Remaining Land Purchases | (775,000.00) |
| Toyota Donation for Land Purchase (Resolution 17-018) | <u>1,000,000.00</u> |
| Business Park Budget Surplus (Deficit) | <u><u>-</u></u> |

Municipal Road Aid Fund

| | |
|--|-------------------------------------|
| Original Budget Balance (Prior Year Revenues Used) | (1,200,000.00) |
| Add: | |
| Increase Budget for PY Revenue Available | <u>(108,098.86)</u> |
| MAP Fund Budget Surplus (Deficit) *Prior Year Revenues Used | <u><u>(1,308,098.86)</u></u> |

LGEA Fund

| | |
|---|-----------------------------------|
| Original Budget Balance (Prior Year Revenues Used) | (100,000.00) |
| Add: | |
| Increase Budget for PY Revenue Available | <u>(5,116.36)</u> |
| LGEA Fund Budget Surplus (Deficit) *Prior Year Revenues Used | <u><u>(105,116.36)</u></u> |

Drug Forfeiture Fund

| | |
|---|-----------------------------------|
| Original Budget Balance (Prior Year Revenues Used) | (324,850.00) |
| Increase: | |
| State Drug Fund Expenses | (15,748.67) |
| Decrease: | |
| Federal Drug Fund Expenses | <u>34,824.58</u> |
| Drug Fund Budget Surplus (Deficit) *Prior Year Revenues Used | <u><u>(305,774.09)</u></u> |

Grant Fund

| | |
|--|------------------------|
| Original Budget Balance | - |
| Add: | |
| DRMO Expense | (12,098.09) |
| DRMO PY/Current Revenue | 12,098.09 |
| Hwy Safety Expense | (1,700.00) |
| Hwy Safety Grant | 1,700.00 |
| Suffoletta Rain Garden Expense | (2,632.00) |
| KYDOW Source Water Grant | 2,632.00 |
| Vests | (7,338.27) |
| Bulletproof Vest Partnership Grant | 7,338.27 |
| Fire Department Equipment | (8,795.00) |
| Fire Commission Grants | 8,795.00 |
| Decrease: | |
| VOCA Grant Expense | 4,675.00 |
| Federal Grant Revenue (VOCA) | <u>(4,675.00)</u> |
| Grant Fund Budget Surplus (Deficit) | <u><u>-</u></u> |

Environmental Services Fund

| | |
|--|-----------------------------------|
| Original Budget Balance (Prior Year Revenues Used) | (181,518.91) |
| Previously Approved Transactions: | |
| Sanitation - Additional Herbies (MO 18-004) | (25,875.00) |
| Recycling - Increase Vehicle Budget for Lease Payments (MO 17-059) | (2,500.00) |
| Intergovernmental Revenue - County (Half of Recycling Vehicle Lease) | 1,250.00 |
| Storm Water - Hollyhock Project (MO 17-055, MO 17-028) | (111,185.26) |
| Transfer from General Fund (Storm Water) | 111,185.26 |
| New Requests: | |
| Motor Fuel Budget Increase | (37,061.00) |
| Intergovernmental Revenue - County half of Recycling Motor Fuel | 2,252.50 |
| Workers Comp Budget Increase (Sanitation & Recycling) | (17,050.00) |
| Intergovernmental Revenue - County half of Recycling Workers Comp | 1,925.00 |
| Decrease: | |
| Sanitation - Vehicle Budget | <u>18,900.00</u> |
| Env Services Fund Budget Surplus (Deficit) *PY Revenue Used | <u><u>(239,677.41)</u></u> |

Cemetery Fund

| | |
|--|-------------|
| Original Budget Balance | - |
| New Requests: | |
| Design Services for Cemetery Wall Reconstruction | (12,000.00) |
| Workers Comp Budget Increase | (1,655.00) |
| Transfer from General Fund | 6,827.50 |
| Intergovernmental Revenue: County | 6,827.50 |
| Cemetery Fund Budget Surplus (Deficit) | - |

Capital Projects Fund

| | |
|--|-------------------|
| Original Budget Balance | - |
| Previously Approved Transactions: | |
| Lemons Mill Widening Project (MOs 18-008, 17-060) | (333,474.05) |
| Lemons Mill Widening Project - Engineering (MO 17-003) | (15,655.12) |
| State MOA Lemons Mill Widening Project | 400,000.00 |
| Transfer from General Fund | 7,827.56 |
| Intergovernmental Revenue - County | 7,827.56 |
| Ed Davis Bathrooms (Project Started in FY17, Parks & Rec) | (8,598.36) |
| 125 W. Clinton Remodel (MO 17-026, 17-021) | (131,688.24) |
| Intergovernmental Revenue - County | 65,844.12 |
| Capital Projects Fund Budget Surplus (Deficit) *PY Revenues | (7,916.53) |