

**TOWN OF PRESCOTT VALLEY
REQUEST FOR COUNCIL ACTION**

Date: August 9, 2012

SUBJECT: Fiscal Year 2011-12 Yearend Budget Adjustments

SUBMITTING DEPARTMENT: Management Services

PREPARED BY: William E. Kauppi, Management Services Director

AGENDA LOCATION: Comments/Communications , Consent , Work/Study ,
New Business , Public Hearing , Second Reading

ATTACHMENTS: None

SUMMARY/BACKGROUND: At the end of Fiscal Year 2011-12, an analysis was done by staff and presented to Council at the August 2 Work Study, to see what accounts, if any, had been overspent and determine what the reason is for the overspending. Several accounts were identified and Contingency funds from the General Fund are available to cover these deficits. Most of the deficits were a result of higher than anticipated expenses incurred during the fiscal year.

Following is a final overall account analysis by department explaining the deficit accounts for Fiscal Year 2011-12:

Dept/Account #	Reason for Over Expenditure	Amount
Council		
101-1000-611-1550	Higher than anticipated benefit costs related to cell phone stipends	\$800
101-1000-611-4125	Higher than anticipated telephone/cell phone expenses	\$2,000
101-1000-611-5450	Funding for the Yavapai County Arizona Centennial celebration	\$1,500
101-1000-611-59xx	Higher than anticipated conference costs	\$2,500
Management		
101-2020-651-1510	Higher than anticipated employee benefits costs	\$6,000
Parks & Recreation		
101-3510-652-11xx	To cover unanticipated termination pay off and upgrade of part-time staffing position	\$5,300
101-3530-700-7410	To cover the cost of pump motor for the pool	\$5,100
101-3540-652-4105	Higher than anticipated water usage/leaks	\$31,000
Police		
101-6210-621-62xx	Higher than anticipated vehicle costs	\$22,000
Library		
101-4500-653-11xx	To cover unanticipated termination pay off and staffing of part-time employees	\$10,000
101-4505-653-41xx	To cover increased utility usage at the Library	\$6,000
TOTAL		\$92,200

After reviewing the above overspent accounts, staff is recommending that Contingency funds be used to clear these deficit accounts for Fiscal Year 2011-12.

OPTIONS ANALYSIS: Council may approve the use of Contingency funds to offset the overspent accounts, or decline to approve the use of Contingency funds for this purpose.

ACTION OPTION: Motion to approve moving funds from the Fiscal Year 2011-12 Contingency account to cover Fiscal Year 2011-12 year deficits. **VOTE.**

RECOMMENDATION: Staff recommends the approval of moving funds from the Fiscal Year 2011-12 Contingency account to cover Fiscal Year 2011-12 yearend deficits.

FISCAL ANALYSIS: If approved, a total of \$92,200 would be moved from the Contingency account into the various deficit accounts to clear these deficits for Fiscal Year 2011-12. The Contingency account would have a remaining balance of \$33,542.

REVIEWED BY:

Management Services Director _____

Town Clerk _____

Town Attorney _____

Town Manager _____

COUNCIL ACTION:

Approved Denied Tabled/Deferred Assigned to _____