

RESOLUTION NO. 5122-12

A Resolution to adopt the following FY2012-13 (FY13) budgets: General, Fire Ad Valorem Tax, Library, Recreational Activities, Gas Tax, Corrections, Public Facilities Cooperative District, and Debt Service Funds.

Whereas, adoption of these budgets represent the City Council's best estimate of the City's financial condition and needs for FY13. However, changing conditions may require amendments to the various budgets at any time and there is no guarantee that the City will expend funds on any given project or other area covered by the budgets.

Now, Therefore, be It Resolved, this 4th day of September, 2012 that the following budget actions are adopted:

Section 1. These budgets (as more particularly listed in the heading of this resolution) covering the period October 1, 2012 to September 30, 2013 are adopted as prescribed herein. All fund budgets shall be updated as prescribed herein and attached to the official copy of this document and distributed to the Mayor and Council and all department heads.

Section 2. The document titled *3rd Draft-FY13 Budget* shall be redrafted as the final *FY13 Budget* with the following revisions: FY13 Budget reductions to General Fund account 01-680-0144 and 2006-A Warrant Fund accounts 24-5900 and 24-600-9215 in the amount of \$5,490 each to correct the amount of required annual debt service payments. Increase to the Projected Close and decrease to the FY13 Budget of \$2,500 to General Fund account 01-619-7115 to expedite a Beautification purchase. These actions improve the surplus revenue and transfers in over expenditures and debt service payments shown in the 3rd Draft General Fund Cash Flow, resulting in a Final surplus of \$8,837.

Section 3. Budgeted dollars may not be exceeded in the following broad categories; Personnel, Capital Equipment, and the summary of all remaining operational expenses. Any overage in these three summary categories must be explicitly approved by council prior to expenditure of funds. With Personnel expenses specifically, the HR division will be responsible for ensuring all personnel expenses are maintained at or below budgeted dollars. Within the Personnel expense category, Overtime will be monitored individually and departments may not exceed the annual budget for Overtime without explicit approval by council prior to expenditure of funds. Departmental Capital Purchases included in and approved by this budget are subject to further justification and approval by Mayor and Council prior to starting the requisition process (i.e. request for purchase order or letting of bids).

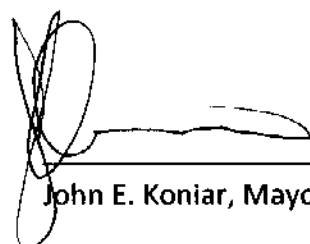
Section 4. A select few *new* positions have been approved for addition to the City's personnel system in this budget. However, in accordance with the City's Personnel System Policy, new positions (beyond those approved in this budget) may be established only with the approval of the City Council. Hiring of employees for the filling of vacant positions will continue to be monitored for sufficient justification at the time of request and approval obtained from the Mayor and/or the Mayor's designee.

Section 5. Pay-for-performance Merit increases remain frozen in this budget until such time that Mayor and Council approve otherwise. This budget includes a 2% employee raise totaling approximately \$176, 500 (including benefits) effective with the first pay period in January 2013. The budget also includes a pool of funds totaling \$40,000 to support any adjustments needed as a result of a salary survey currently being conducted. Additionally, a 1.06% increase in the City's RSA Contribution rate (totaling approximately \$108,958) is also distributed among each department's personnel costs.

Section 6. Funding for capital project funds are approved on a per project basis and do not expire until the project is complete. Therefore, the Capital Projects Fund and the Centennial Fund planning documents are contained within the FY13 budget for informational purposes and represent management's best estimate of the current year projected close and future year's activities.

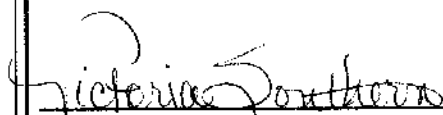
Section 7. Mayor and Council will receive regular reports that will assist them in ensuring that no departmental level budgets are exceeded without their permission. The reports will present both summary and detail financial information and will compare the beginning budget and current budget for each department with an organizational total. The reports will also be provided to the various department heads and area managers who are advised that there is a critical emphasis on not exceeding stated budgets and on the use of best practices in the expenditure of City funds.

Passed, Adopted and Approved this 17th day of September, 2012.



John E. Koniar, Mayor

ATTEST:



Victoria Southern, CMC

Victoria Southern, CMC
City Clerk