

City of Glendale Council Workshop & Executive Session Agenda

December 4, 2012 – 1:30 p.m.

Workshop meetings are telecast live at 1:30 p.m. on the first and third Tuesday of the month. Repeat broadcasts are telecast the first and third week of the month – Wednesday at 3:00 p.m., Thursday at 1:00 p.m., Friday at 8:30 a.m., Saturday at 2:00 p.m., Sunday at 9:00 a.m. and Monday at 2:00 p.m. on Glendale Channel 11.

Welcome!

We are glad you have chosen to attend this City Council workshop. We hope you enjoy listening to this informative discussion. At these “study” sessions, the Council has the opportunity to review and discuss important issues, staff projects and future Council meeting agenda items. Staff is present to answer Council questions.

Form of Government

Glendale follows a Council-Manager form of government. Legislative policy is set by the elected City Council and administered by the Council-appointed City Manager.

The City Council consists of a Mayor and six Councilmembers. The Mayor is elected every four years by voters city-wide. Councilmembers hold four-year terms with three seats decided every two years. Each of the six Councilmembers represent one of the six electoral districts and are elected by the voters of their respective districts (see map on back).

Workshop Schedule

Council workshops are held on the first and third Tuesday of each month at 1:30 p.m. in the Council Chambers of the Glendale Municipal Office Complex, 5850 W. Glendale Avenue, Room B-3, lower level. The exact dates of workshops are scheduled by the City Council at formal Council meetings. The workshop agenda is posted at least 24 hours in advance.

Agendas may be obtained after 4:00 p.m. on the Friday before a Council meeting, at the City Clerk's Office in the Municipal Complex. The agenda and supporting documents are posted to the city's Internet web site, www.glendaleaz.com.



**** For special accommodations or interpreter assistance, please contact the City Manager's Office at (623) 930-2870 at least one business day prior to this meeting. TDD (623) 930-2197.**

**** Para acomodacion especial o traductor de español, por favor llame a la oficina del adminsitrador del ayuntamiento de Glendale, al (623) 930-2870 un día hábil antes de la fecha de la junta.**

Executive Session Schedule

Council may convene in “Executive Session” to receive legal advice and discuss land acquisitions, personnel issues, and appointments to boards and commissions. As provided by state statute, this session is closed to the public.

Questions or Comments

If you have any questions or comments about workshop agenda items or your city government, please call the City Manager's Office at (623) 930-2870.

If you have a concern you would like to discuss with your District Councilmember, please call (623) 930-2249, Monday - Friday, 8:00 a.m. – 5:00 p.m.

Public Rules of Conduct

The presiding officer shall keep control of the meeting and require the speakers and audience to refrain from abusive or profane remarks, disruptive outbursts, applause, protests, or other conduct which disrupts or interferes with the orderly conduct of the business of the meeting. Personal attacks on Councilmembers, city staff, or members of the public are not allowed. Engaging in such conduct, and failing to cease such conduct upon request of the presiding officer will be grounds for removal of any disruptive person from the meeting room, at the direction of the presiding officer.

Citizen Participation

The City Council does not take official action during workshop sessions. These meetings provide Council with an opportunity to hear a presentation by staff on topics that may come before Council at a voting meeting. There is no Citizen Comments portion on the workshop agenda.

Councilmembers

Norma S. Alvarez - Ocotillo District
Ian Hugh - Cactus District
Manuel D. Martinez - Cholla District
Joyce V. Clark - Yucca District
Yvonne J. Knaack - Barrel District



MAYOR ELAINE M. SCRUGGS

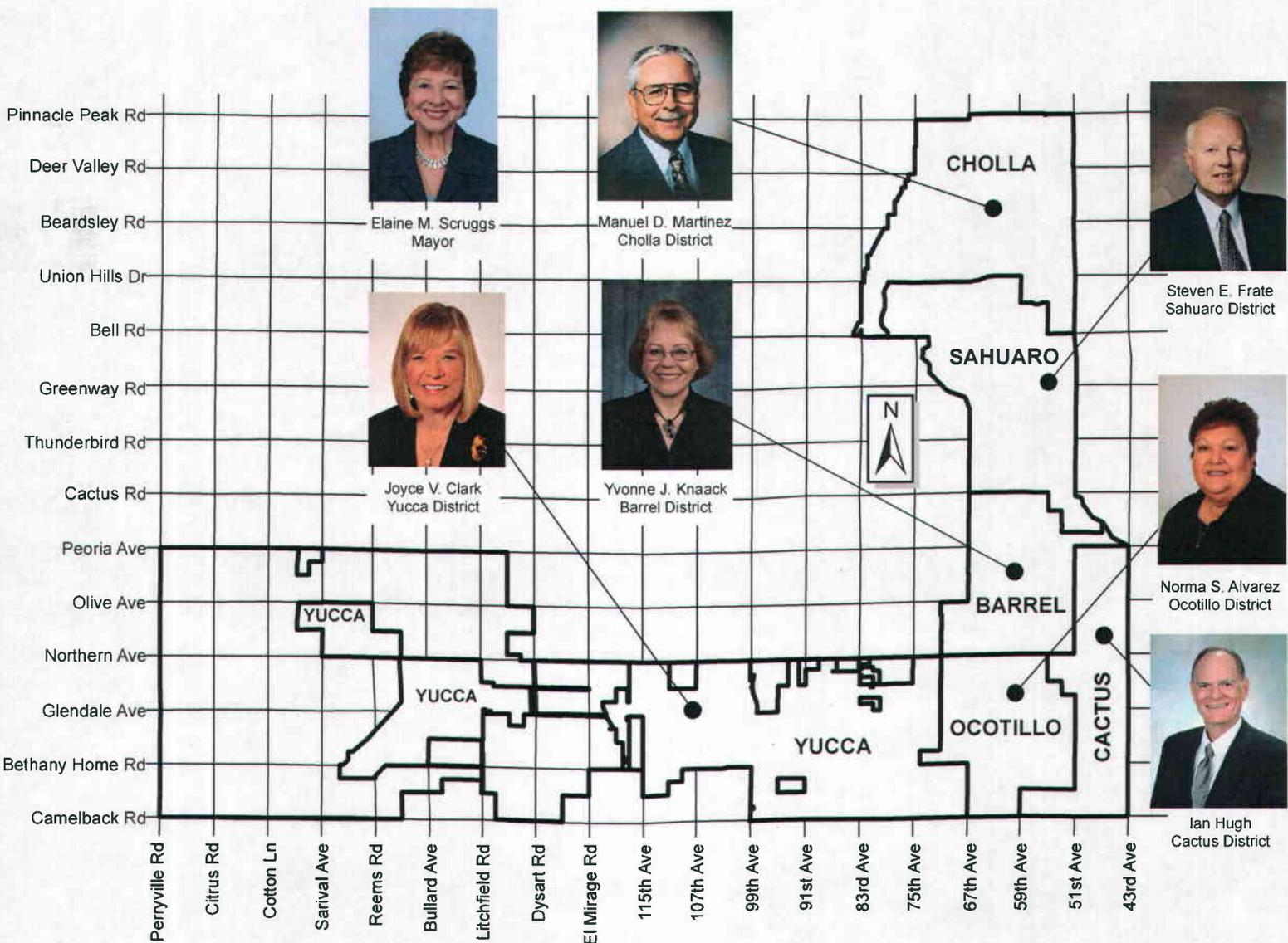
Vice Mayor Steven E. Frate - Sahuaró District

Appointed City Staff

Horatio Skeete – Acting City Manager
Craig Tindall – City Attorney
Pamela Hanna – City Clerk
Elizabeth Finn – City Judge



Council District Boundaries





GLENDALE CITY COUNCIL WORKSHOP SESSION
Council Chambers – Workshop Room
5850 West Glendale Avenue
December 4, 2012
1:30 p.m.

One or more members of the City Council may be unable to attend the Workshop or Executive Session Meeting in person and may participate telephonically, pursuant to A.R.S. § 38-431(4).

WORKSHOP SESSION

1. COUNCIL ITEM OF SPECIAL INTEREST: RESIDENTIAL LOCK BOX PROGRAM
PRESENTED BY: Mark Burdick, Fire Chief
2. COUNCIL ITEM OF SPECIAL INTEREST: POTENTIAL USE OF THE GLENDALE ADULT CENTER AS A MULTI-GENERATIONAL RECREATION CENTER
PRESENTED BY: Erik Strunk, Director of Parks, Recreation and Library Services
3. COUNCIL ITEM OF SPECIAL INTEREST: PROCESS FOR PLACING ITEMS ON THE AGENDA
PRESENTED BY: Horatio Skeete, Acting City Manager
4. FUTURE COUNCIL ITEMS OF SPECIAL INTEREST
PRESENTED BY: Horatio Skeete, Acting City Manager
5. RISK MANAGEMENT AUDIT UPDATE
PRESENTED BY: Sherry Schurhammer, Financial Services Executive Director, and James Brown, Acting Human Resources Director
6. CITY MANAGER UPDATE ON AN ECONOMIC DEVELOPMENT PROJECT
PRESENTED BY: Horatio Skeete, Acting City Manager
Dave McAlindin, Assistant Director, Economic Development

CITY MANAGER'S REPORT

This report allows the City Manager to update the City Council. The City Council may only acknowledge the contents to this report and is prohibited by

state law from discussing or acting on any of the items presented by the City Manager since they are not itemized on the Council Workshop Agenda.

EXECUTIVE SESSION

1. LEGAL MATTERS

- A. The City Council will meet with the City Attorney for legal advice, discussion and consultation regarding the city's position in pending or contemplated litigation, including settlement discussions conducted in order to avoid or resolve litigation. (A.R.S. § 38-431.03(A)(3)(4))
- B. The City Council will meet with the City Attorney for legal advice, discussion and consultation regarding the 2012 Audit of the Risk Management Trust Fund and other matters reflected therein. (A.R.S. § 38-431.03(A)(2)(3))

2. LEGAL MATTERS – PROPERTY & CONTRACTS

- A. Discussion and consultation with the City Attorney and City Manager to receive an update, consider its position and provide instruction and direction to the City Attorney and City Manager regarding Glendale's position in connection with agreements associated with the Arena and the Hockey Team, which are the subject of negotiations. (A.R.S. § 38-431.03(A)(3)(4)(7))

3. PERSONNEL MATTERS

- A. Various terms have expired on boards, commissions and other bodies. The City Council will be discussing appointments involving the following boards, commissions and other bodies. (A.R.S. § 38-431.03 (A)(1))

- 1. Arts Commission
- 2. Audit Committee
- 3. Aviation Advisory Commission
- 4. Board of Adjustment
- 5. Citizens Bicycle Advisory Committee
- 6. Citizen Task Force on Water and Sewer
- 7. Citizens Transportation Oversight Commission
- 8. Commission on Neighborhoods
- 9. Commission on Persons with Disabilities
- 10. Community Development Advisory Committee
- 11. Glendale Municipal Property Corporation
- 12. Historic Preservation Commission
- 13. Industrial Development Authority
- 14. Judicial Selection Advisory Board
- 15. Library Advisory Board

16. Parks and Recreation Advisory Commission
17. Personnel Board
18. Planning Commission
19. Public Safety Personnel Retirement Board/Fire
20. Public Safety Personnel Retirement Board/Police
21. Risk Management/Workers Compensation Trust Fund Board
22. Western Loop101 Public Facilities Corporation

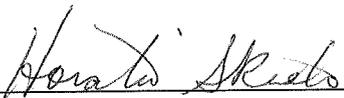
Upon a public majority vote of a quorum of the City Council, the Council may hold an executive session, which will not be open to the public, regarding any item listed on the agenda but only for the following purposes:

- (i) discussion or consideration of personnel matters (A.R.S. § 38-431.03(A)(1));
- (ii) discussion or consideration of records exempt by law from public inspection (A.R.S. § 38-431.03(A)(2));
- (iii) discussion or consultation for legal advice with the city's attorneys (A.R.S. § 38-431.03(A)(3));
- (iv) discussion or consultation with the city's attorneys regarding the city's position regarding contracts that are the subject of negotiations, in pending or contemplated litigation, or in settlement discussions conducted in order to avoid or resolve litigation (A.R.S. § 38-431.03(A)(4));
- (v) discussion or consultation with designated representatives of the city in order to consider its position and instruct its representatives regarding negotiations with employee organizations (A.R.S. § 38-431.03(A)(5)); or
- (vi) discussing or consulting with designated representatives of the city in order to consider its position and instruct its representatives regarding negotiations for the purchase, sale or lease of real property (A.R.S. § 38-431.03(A)(7)).

Confidentiality

Arizona statute precludes any person receiving executive session information from disclosing that information except as allowed by law. A.R.S. § 38-431.03(F). Each violation of this statute is subject to a civil penalty not to exceed \$500, plus court costs and attorneys' fees. This penalty is assessed against the person who violates this statute or who knowingly aids, agrees to aid or attempts to aid another person in violating this article. The city is precluded from expending any public monies to employ or retain legal counsel to provide legal services or representation to the public body or any of its officers in any legal action commenced for violation of the statute unless the City Council takes a legal action at a properly noticed open meeting to approve of such expenditure prior to incurring any such obligation or indebtedness. A.R.S. § 38-431.07(A)(B).

Items Respectfully Submitted,



 Horatio Skeete
 Acting City Manager



CITY COUNCIL REPORT

Meeting Date: **12/4/2012**
Meeting Type: **Workshop**
Title: **COUNCIL ITEM OF SPECIAL INTEREST: RESIDENTIAL LOCK BOX PROGRAM**
Staff Contact: **Mark Burdick, Fire Chief**

Purpose and Policy Guidance

This is for information only.

Background Summary

The primary intent of a lock box program is to facilitate quick access to residential homes during Emergency Medical Service (EMS) responses. Lock boxes provide Fire and EMS personnel the ability to expedite entry into a residence using a key rather than forcing entry through a door or window. In addition, providing a key for emergency responder access may limit damage as a result of forcible entry. In all cases, emergency responders will exercise their judgment to utilize the key or force entry.

Previous Related Council Action

This item was discussed at the September 4, 2012 Council Workshop and staff was asked to conduct additional research and provide answers to the questions listed below in the "Analysis" section and return the item for further discussion.

This item was first brought up during Council Items of Special Interest at the January 17, 2012 Council Workshop and staff was asked to conduct research and return the item for further discussion.

Analysis

During the September 4, 2012 Workshop, staff was directed to respond to the following questions. It should be noted that staff was able to gather information from the cities of Goodyear, Peoria, and Surprise.

How long have these participating cities offered a lock box program?

- Goodyear's program was implemented within the last six months
- Peoria's program has been operating for one year
- Surprise's program has been running for approximately seven years.



CITY COUNCIL REPORT

How many subscribers participate in the residential lock box program in the participating cities?

- City of Goodyear – less than 100
- City of Peoria – 600
- City of Surprise – 1870

What happens to the lock box when a customer moves?

Goodyear's program is fairly new and they have not had to address this issue. However, the lock box is the property of the customer, therefore it is expected that the customer will keep the lock box. Additionally, Goodyear's residential lock box program requires a combination style lock box which allows the customer to reset the combination and reuse the lock box.

For the cities of Peoria and Surprise, the customer purchases a (keyed) lock box from the city and typically leaves the box when they move. Some customers choose to keep the lock box; however, it is useless as it is specifically keyed for the city.

Can Glendale Police also participate in the residential lock box program?

Staff has consulted with the Public Safety Attorney regarding police participation in this program. The use of a lock box by police personnel to gain entry into a private home is problematic. Any entry into a residence by police without a warrant is presumed to be an illegal violation of rights granted by the Fourth Amendment. The fact that citizens have given the Fire Department access to their homes does not change this presumption regarding warrantless police entry. Any illegal entry by police officers could expose the city to potential civil liability and any evidence of criminal activity would be suppressed.

Although, as noted above, there is a presumption against warrantless police entry there are several exceptions where police are permitted to enter a private residence without a warrant. One such exception is in the area of exigent circumstances. This exception allows warrantless entry where police have probable cause to believe that there is an immediate, urgent and compelling need for police action. This exception would be applicable to a situation where a citizen's life was in immediate danger. In light of this, the public welfare is protected without the need for generalized police access by way of a lock box.

Is there data that indicates the Glendale Fire Department has experienced difficulty gaining access to residential properties or have had to use forcible entry?



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Glendale Fire utilizes the Firehouse database to record and track all emergency responses. This database does not include a tracking or reporting mechanism to capture the method of entry used by responders.

What is the projected cost to develop, implement and maintain a residential lock box program similar to the City of Goodyear's program?

Based on the City of Goodyear's model, minimal staff hours would be needed to develop and maintain the program. The Community Services Division Manager would manage this program with support from the Community Emergency Response Team (CERT) volunteer staff.

- Develop City Waiver {est. 3-6hrs}
- Modify Firehouse database {est. 3-4hrs}
- Database Entry {est. 20 min per customer}
- Customer Service / Field Visits {est. 30min-1hr per customer}. The program would not be designed to include this level of support, however, some customers may request assistance determining the best location to install the lock box.
- Public Education / Community Outreach {est. 6-8hrs}. This would include adding program information on the city/department web site and providing program information using other media outlets.

How many Glendale citizens subscribe to the Rescue Alert system?

There are 52 citizens utilizing the Rescue Alert system. Of the 52 users, two have opted to receive a lockbox in lieu of a second alert unit. Further inquiries with Rescue Alert revealed that they will provide residential lock boxes to any customer at the cost of \$15.00 each. Customers who purchase a lock box through Rescue Alert have their address and combination relayed to the local emergency dispatch agency. Additionally, Rescue Alert maintains a database of all lock box users and notifies the local dispatch agency of any changes.

Budget and Financial Impacts

Funding for a lock box program has not been budgeted and may require an additional appropriation of funds based on the type of program to be developed.



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Based on the additional research and information staff obtained regarding existing lock box programs that are offered to communities (such as the Rescue Alert system), Staff is recommending we develop an RFP and seek out companies to offer this service to Glendale citizens. If staff is directed to develop an RFP and seek out companies to provide this service to Glendale citizens, there are no program costs to the city.

Attachments

None



CITY COUNCIL REPORT

Meeting Date: **12/4/2012**
Meeting Type: **Workshop**
Title: **COUNCIL ITEM OF SPECIAL INTEREST: POTENTIAL USE OF THE GLENDALE ADULT CENTER AS A MULTI-GENERATIONAL RECREATION CENTER**
Staff Contact: **Erik Strunk, Executive Director, Parks, Recreation & Library Services**

Purpose and Policy Guidance

The purpose of this staff report is to respond to Councilmember Martinez's request to discuss the possibility of converting the Glendale Adult Center from an age-restricted, 18+ or older facility, to a multi-generational recreation center, where it would be open to all age groups.

Background Summary

At the September 4, 2012 Council Workshop, Councilmember Martinez requested a discussion regarding his interest in converting the Glendale Adult Center into a multi-generational recreation center.

The Adult Center is located on a 5.1 acre parcel at 5970 W. Brown Street that was opened in 2003 at a cost of approximately \$6.1 million and was funded with General Obligation Bonds. It was specifically constructed with the intent to use it as an Adult Center, which replaced the previous Glendale Senior Center located at Glenn Drive and 57th Avenue.

Although the complex consists of two stories, only the first level consisting of 30,269 square feet was fully constructed. The second story, which consists of 17,209 square feet, remains an unfinished "shell" that would be completed at such time as directed by the City Council (the possible expansion of this unfinished portion was discussed at the September 4, 2012 meeting and staff is working on developing a Request for Proposals to see if the market has any interest in the use of this).

The primary purpose of the Adult Center is to provide a variety of integrated services and programs to any person 18 years and older and was designed as such. To this end, the Center's programs and specialized rooms offer opportunities to learn (i.e. - health, exercise, wellness); socialize via special events, entertainment functions, and special groups such as the lapidary, billiards, quilt making, etc.; volunteer to assist the center and the community at-large; partner with outside groups (American Association of Retired Persons; the Internal Revenue Service; the YWCA) who provide direct services to patrons; and participate in the congregate meals lunch program to maintain a balanced nutritional diet.



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In FY2011-12, there were a total of 3,584 members (2,700 residents + 884 non-residents) and 156,220 visitors. Of these, approximately 71% are 60 years or older. The current budget of the Adult Center is \$487,526.00 and there is a total of five full-time staff who oversees its operations.

The annual membership for the Adult Center is set at \$40/year per resident and \$60/year for non-residents. Based on this membership fee and various room rentals, the Center is projected to generate \$180,165 in FY2012-13, of which \$117,000 is used to help offset the costs of operating the Center and providing program to members. The balance of the revenue generated goes to the General Fund. The annual membership fee includes the use of the fitness center; use of the billiards room; the computer lab and all other programs and services. Daily \$2.00 passes are available to any qualified person 18 years of age or older and the Center is open Monday through Friday, 8 a.m. – 4 p.m. and is closed on weekends and holidays.

Although persons who are less than 18 years of age are not currently permitted to use the Adult Center, they can be in the facility for a limited time period provided they are accompanied by a member.

Previous Related Council Action

On March 26, 2002, Council authorized the construction of the Glendale Adult Center. It was designed to replace the previous City Senior Center which was located at Glenn Drive and 57th Avenue. The Glendale Adult Center was opened in 2003 with the understanding that it would be frequented by those 18 years of age or older.

On June 26, 2012, the Council adopted new annual membership fees for residents and non-residents that became effective on July 1, 2012, as a part of the FY13 city budget.

On September 4, 2012, the Council discussed the build-out of the second floor of the Adult Center.

Analysis

Traditional multi-generational recreation centers are designed to accommodate the recreational interests of all segments of society. They are not age-restricted and typically include a significant number of active recreational services such as special interest classes; special events; aquatics; indoor fitness centers; weight rooms; stationary exercise equipment; gymnasium space for basketball, volleyball, handball, etc; play areas; and space for dance and physical fitness. At the same time, space is also dedicated for passive recreational opportunities. Examples would include a library/reading area; special hobby areas; classroom settings; computer rooms; kitchen areas for cooking. Other items would include viewing spaces for art; child-care rooms; community service areas and game rooms. In short, multi-generational centers are designed to reflect the interests of the community by engaging the community during the planning and design process



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(all ages and all walks of life). While the Adult Center offers many of these, it falls short of providing many of the amenities that would be of interest to youth and teens. Although it is fee-based, the Foothills Recreation and Aquatics Center is more representative of what a true multi-generational center is.

A survey of Valley cities shows that there are approximately 27 senior recreation centers, of which three are considered multi-generational centers (centers used by all ages and are not age-restricted).

Budget and Financial Impacts

Should Council provide staff with direction to integrate recreational programming for those 18 years of age or younger (programs and services offered for youth and teens) at the Glendale Adult Center, it is recommended a much more comprehensive analysis be undertaken and presented for further consideration as a part of the FY2013-14 budget review process. While the concept has merit, factors to be considered would be the impact on revenue generation (i.e. – the current membership fee would have to be adjusted to reflect the new mission of the Adult Center); the capital costs to upgrade the Adult Center; the ongoing costs to provide additional programs, services, hours of operation; and the potential community impact on changing the focus and intensity of its use.

Attachments

None



CITY COUNCIL REPORT

Meeting Date: **12/4/2012**
Meeting Type: **Workshop**
Title: **COUNCIL ITEM OF SPECIAL INTEREST: PROCESS FOR PLACING ITEMS ON THE AGENDA**
Staff Contact: **Horatio Skeete, Acting City Manager**

Purpose and Policy Guidance

This is in response to a special interest item brought forward during the September 4, 2012 Council Workshop. The purpose of this report is to request the City Manager forward this item to Council for discussion and direction.

Background Summary

At the September 4, 2012 Workshop, Mayor Scruggs, Councilmember Martinez and Councilmember Knaack requested information regarding Council Items of Special Interest, particularly why Council Items of Special Interest are done and what other options are available for Council to bring items forward on an agenda. It was specifically asked what processes other cities use. Subsequently, staff was directed to research and provide Mayor and Council with options regarding items of special interest and adding items to the agenda while adhering to open meeting law.

Currently, the only opportunity Mayor and Council have to discuss the items that may be of particular interest to them is during quarterly Workshops dedicated to addressing Council Items of Special Interest. Typically, in the past staff has been allotted three months to prepare a response to all Council Items of Special Interest. Dependent upon the specific item, varying amounts of staff time and research are required.

Previous Related Council Action

On May 26, 2009, Council adopted the City Council Guidelines by Resolution No. 4269 New Series. Item number two of the guidelines refers to placing items of special interest on a Workshop agenda. *City Council Workshop Items of Special Interest is listed on the first Workshop agenda of each quarter.*

Analysis

Several cities in the valley-metro area, including Peoria, Litchfield Park, Scottsdale and Tempe, were researched to determine the process used to allow Mayor and Council the opportunity to add items to an agenda.



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- The City of Peoria allows Councilmembers to submit items for placement on the Council Agenda by written request to the Mayor or City Manager. Pursuant to the Peoria City Charter, a request by four or more members of the Council shall be placed on the agenda regardless of the concurrence of the Mayor. The Mayor may submit items for placement on the Council Agenda by providing notice to all Councilmembers.
- The City of Litchfield Park requires two Councilmember signatures along with submittal of a form that details the action, discussion and any fiscal impact.
- The City of Tempe allows the Mayor or any Councilmember to add items to the agenda; however, only the Mayor has the ability to remove items from the agenda, including those added by the City Manager.
- The City of Scottsdale allows any Councilmember to add items to a scheduled Council meeting agenda under the “Mayor and Council Items” section. Items added in this way require a vote by the full Council as to whether the items will be placed on a future meeting agenda. Once approved, the item is added to the next available Council meeting agenda unless another date is specified. Additionally, four or more Councilmembers may request to have an item added to a scheduled Council meeting agenda under “Mayor and Council Items.” Items added in this manner are automatically placed on the agenda for discussion and direction to staff.

It is important to note that any communication amongst Councilmembers requires compliance with the open meeting law. Open meeting law is defined as follows, “All meetings of any public body shall be public meetings and all persons so desiring shall be permitted to attend and listen to the deliberations and proceedings” A.R.S. § 38-431.01(A). A meeting is defined as “the gathering, in person or through technological devices, of a quorum of members of a public body at which they discuss, propose or take legal action, including any deliberations by a quorum with respect to such action” A.R.S. § 38-431(4).

Staff recommends Mayor and Council consider the following options:

- Continue the quarterly “Council Items of Special Interest” Workshop meetings; however, once an item has been addressed it would not be repeated in a future Workshop meeting unless a majority of Council provides direction to staff that additional research and/or follow-up on the item is necessary.
- Add a section on the first Workshop agenda of every other month entitled “Mayor and Council Special Items of Interest,” as an opportunity for Mayor and Council to discuss items and develop consensus regarding the item being placed on a future Council Workshop agenda for discussion.



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- Allow any three members of the Council to request adding an item to the Workshop agenda for discussion by submitting a form with their signatures to the City Manager.
- Discontinue the quarterly “Council Items of Special Interest” Workshop meetings.

Budget and Financial Impacts

There are no financial impacts associated with the recommended action.



CITY COUNCIL REPORT

Meeting Date: **12/4/2012**
Meeting Type: **Workshop**
Title: **FUTURE COUNCIL ITEMS OF SPECIAL INTEREST**
Staff Contact: **Horatio Skeete, Acting City Manager**

Purpose and Recommended Action

This is the quarterly opportunity for City Council to identify topics of interest they would like the City Manager to research and assess for placement on a future workshop agenda.

Staff requests Council to identify future items of interest for follow-up by staff during the next quarter.

Background Summary

Council adopted the City Council Guidelines at the May 26, 2009 Council Meeting. As stated in the City Council Guidelines, City Council Workshop Items of Special Interest is listed on the first Workshop agenda of each quarter.

Councilmembers may indicate topic(s) they would like to have discussed by the council at a future Workshop and the reason for their interest.

Attachments

None



COUNCIL REPORT

To **Horatio Skeete, Acting City Manager**
 From **Sherry Schurhammer, Executive Director, Financial Services**
Jim Brown, Interim Executive Director, Human Resources/Risk Mgt.
 Item Title **RISK MANAGEMENT TRUST FUND AUDIT FOLLOW-UP**
 Requested Council Meeting Date **12/4/2012**
 Meeting Type **Workshop**

PURPOSE

This report contains information on the detailed action plan for addressing the findings of the Audit of the Risk Management Trust Fund completed by the City Auditor. This report also contains information about the action plan to address the funding level of the Workers Compensation Trust Fund. Finally, this report addresses the fund balance draw down of the Benefits Trust Fund and the information presented to City Council regarding this issue.

BACKGROUND

Past Practices As background for today's discussion, it is helpful to review past practices at the City of Glendale regarding budget amendments, annual trust fund board meetings and the delivery of annual trust fund reports to City Council. The review of these past practices is provided not to justify any inadequacy in the information provided in the past, but to put some of the audit findings and management's responses in its proper perspective.

Budget Amendments The presentation of budget amendments to City Council utilizing a year-end clean up ordinance can be traced back to FY 1999 based on the records available. See Attachment A. The bullet points below illustrate that the clean-up ordinance was done during the 4th quarter of the FY for FY 1999, 2000 and 2001. Beginning with FY 2002, the clean-up ordinance was presented to City Council after the FY ended, with the date varying from July to September to October and even later.

This practice was modified during FY 2012 based on the City Attorney's March 13, 2012 memo regarding the legal authority and process for transferring appropriations after the city's budget has been adopted by City Council.

FY 2013	10/09/2012	FY 2006	10/24/2006
FY 2012	11/13/2012	FY 2005	09/13/2005
FY 2012	06/26/2012	FY 2004	07/13/2004
FY 2012	05/22/2012	FY 2003	07/08/2003
FY 2011	01/24/2012	FY 2002	07/02/2002



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FY 2010	02/22/2011	FY 2001	06/19/2001
FY 2009	12/08/2009	FY 2000	06/27/2000
FY 2008	10/14/2008	FY 1999	06/08/1999
FY 2007	10/23/2007		

Another reason for presenting this historical practice as to when budget amendments were presented to the City Council is to address the audit finding #1 & #2 that stated you did not receive information or give authorization for such amendments to the adopted city budget Minutes from these meetings are also included to provide you with a sense of the details presented and the discussion that preceded the adoption of the ordinance See page 7 in the Analysis section about the Workers Compensation Trust Fund Discussion in the Risk Management Trust Fund Audit

An analysis of the past practice, and the City Attorney's March 2012 memo mentioned above that outlines when an amendment to the adopted City budget could be presented to Council for approval, would suggest that these amendments, though late (after the end of the fiscal year) were not out of order The Audit recommends that transfers during the year be presented to Council before they are made, this may not be possible in every case since the City Charter restricts some types of transfers until the fourth quarter of the fiscal year

Annual Trust Fund Board Meetings The practice has been for the Board that oversees the Risk Management and Workers' Compensation Trust Funds to meet annually and to address both trust funds as one board Based on the records available, this practice can be traced back to at least 2005 and continued through 2011 as shown by the bullet points below

- May 19, 2005
- June 8, 2006
- May 15, 2007
- May 12, 2008
- May 20, 2009
- May 19, 2010
- June 1, 2011

During FY 2012, the City Attorney's Office advised that the Board should convene two separate meetings to consider each trust fund individually Currently, the Board members are the same for the two Boards This modified practice commenced with the May 23, 2012 meeting of the trust boards Since this change in practice, the Boards have met as shown below

- May 23, 2012
- October 4, 2012
- November 29, 2012



COUNCIL REPORT

Once again, this detailed description of the consolidation of the Boards, as evidenced in the joint meetings, is presented to help the Council put the audit finding of the transfer between the two funds into perspective. The review of this past practice is provided not to justify any inadequacy in the information provided, the fact remains that a detailed explanation of all administrative action should be presented to the Council for review, discussion and possible action when necessary.

Annual Trust Fund Reports to City Council Records dating to 2008 indicate that an annual report on both trust funds for the prior FY was provided to City Council as follows:

- FY 2008 report October 30, 2008
- FY 2009 report September 1, 2009
- FY 2010 report November 5, 2010
- FY 2011 report June 26, 2012

The FY 2012 report was presented to the respective Boards at the November 29, 2012 meeting.

Transfers Between Risk Management and Workers Compensation Trust Funds Records dating to 2004 indicate that transfers between the two trust funds were done during the course of a FY as needed to ensure appropriate funding based on current claims. In other words, when funding in one trust fund dipped below the minimum, transfers between the two trust funds were done. More information about this issue is presented on page 7 in the Analysis section about the Risk Management Trust Fund audit and comments about the Workers Compensation Trust Fund.

Once again, this information is presented to help the Council put into perspective the audit finding of the transfer between the two funds. This does not justify any inadequacy in the information provided, the fact remains that a detailed explanation of all administrative action should be presented to the Council in a timely manner for review, discussion and possible action when necessary.

According to the City Attorney's March 2012 memo mentioned above as well as additional clarification provided at the November 20, 2012 Council meeting, these transfers were within the purview of the department's authority because they occurred within the same department.

ANALYSIS

The Analysis portion of this report is divided into two sections as follows:

- 1 Risk Management Trust Fund audit, including the comments about the premium holidays for the Workers Compensation Trust Fund and Employee Benefit Fund



COUNCIL REPORT

2 Employee Benefits Fund - \$1M annual fund balance draw down

Section 1: Risk Management Trust Fund Audit

In June 2012, an audit of the Risk Management Trust Fund was conducted by the City Auditor's Office. Before addressing the audit findings and the action plan to address them, some background information would be helpful to know.

The Risk Management Trust Fund (RMTF) was established in January, 1987 for the purpose of self-insuring the City against personal injury claims and property loss or damage. The trust fund is overseen by the RMTF Board of Trustees and falls under both City Ordinance and Arizona Revised Statute 11-981. Similarly, the Worker's Compensation Trust Fund was established in July, 1994 for the purpose of self-insuring worker's compensation claims. This trust fund has Trust Board oversight and also falls under City Ordinance and Arizona Revised Statute 11-981. As discussed in the Background section above, the past practice was that one Board oversaw both trust funds and held consolidated meetings to address issues confronting both trusts. This practice was changed in 2012 upon recommendation of the City Attorney.

The City Ordinance requires the City's Risk Manager (RM) to administer claims, insurance purchases, and all relevant expenditures that occur with regard to these trust funds. The RM is required by ordinance to meet at least annually with the RMTF and WCTF boards to review relevant claims and information and to make recommendations to the City Council regarding the administration of the trust funds. The Background section above documents the annual meeting of the Board.

Annual reports also were provided to the Council, as discussed in the Background section. These annual reports advised them of the claims, activities and status of the trust funds, including the transfers between the two trust funds. This will be discussed in more detail later in this section.

Audit finding #4 noted that the 2011 annual report was not sent to the City Council in a timely manner. Due to an oversight, the report was provided to City Council not until June 26, 2012.

The Risk Management Trust Fund must maintain a 55% confidence level in order to be considered healthy by Government Accounting Standards Board (GASB) standards. This confidence level is based on an annual actuarial study of projected claims for the year. Within the last five years, the Risk Management Trust Fund has been funded in a manner consistent with the recommended confidence level.

Turning to the audit of the Risk Management Trust Fund, a summary of the key findings are reflected in the following list:



COUNCIL REPORT

- 1 Over \$3.2 million was transferred out of the RMTF in FY2010 to pay for unfunded Arizona State Retirement System pension liabilities as part of the city's termination incentive program without consulting the RMTF Trustees, the City Attorney's Office or City Council
- 2 In FY2011 and FY2012, transfers of \$1.45 million and \$1.2 million were made out of the RMTF respectively to the Workers Compensation Trust Fund, which did not receive budgeted premiums of \$985,920 in FY2010
- 3 A \$2.3 million expenditure relating to an airport lawsuit was charged to the RMTF in August 2011 and later reversed in January 2012 to a General Fund suspense account where it is still recorded (and has since been corrected)
- 4 The RMTF Trustees did not submit the 2011 annual report to City Council as required by Ordinance. The 2011 annual report was sent out during the audit.
- 5 The City did not have a licensed risk management consultant from September 2009 to February 2012, as required by state law and Ordinance.
- 6 Risk Management's agreement for residential and commercial claims repair services did not go before City Council and controls over the administration of the agreement need to be strengthened.
- 7 Salaries and other administrative expenses were paid out of the RMTF in FY2011 and FY2012 and this is not allowed under the Ordinance.
- 8 Every city insurance contract, other than property coverage, has not been forwarded to the City Attorney's Office, City Council or the City Clerk for review.
- 9 Annual external audits of the RMTF are not being performed as required by Ordinance.
- 10 Risk Management should determine if the RMTF Trustees need separate bonding, as required by Ordinance.
- 11 Risk Management's agreement for insurance broker services does not include five of the six types of insurance purchased by the City and the term of the agreement is inconsistent with the Request for Proposal.
- 12 Claimants are not always required to sign a general release after reimbursement by Risk Management.



COUNCIL REPORT

- 13 Risk Management has been using the same actuarial firm since 2009 without periodically checking with other firms in the market
- 14 Many important RMTF procedures are undocumented
- 15 Risk Management is not monitoring the stadium security fees that are deposited into the RMTF
- 16 At least one of the two vehicles assigned to Risk Management should be returned to the city fleet due to very low usage
- 17 A number of procurement card issues were identified through a review of the Risk Manager's statements
- 18 Controls over access and backup of Risk Management's automated claims database should be strengthened
- 19 Risk Management staff is not adequately cross-trained to perform the functions of the Risk Manager
- 20 Backup signors for the RMTF should be designated
- 21 Risk Management is keeping some records beyond the required retention periods

An action plan to address the audit's findings is found in Attachment B. Several of these items have already been addressed and the others will be handled as appropriate over the next few months.

ASRS Penalty Paid from the Risk Management Trust Fund An observation of the RMTF audit was that "over \$3.2 million was transferred out of the RMTF in FY2010 to pay for unfunded Arizona State Retirement System pension liabilities as part of the city's termination incentive program without consulting the RMTF Trustees, the City Attorney's Office or City Council."

Payment of these retirement incentive program expenses was recommended to come from the RMTF because the RMTF was funded at the 90% confidence level as identified in the Risk Management Trust Fund audit. Further, the transfers related to the \$3.2M transfer from the Risk Management Fund for payment of the ASRS penalty was presented at the February 22, 2011 City Council meeting in accordance with the clean-up ordinance practice in place at that time. The meeting minutes reflect Council's discussion about the transfers related to the ASRS penalty and other costs associated with the retirement incentive program that was offered in the spring of 2009 (FY 2009) in order to have vacant positions to eliminate for the FY 2010 budget balancing. See Attachment C.



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Workers Compensation Trust Fund Discussion in RMTF Audit Another observation of the Risk Management Audit states “in FY2011 and FY2012, transfers of \$1.45 million and \$1.2 million were made out of the RMTF respectively to the Workers Compensation Trust Fund, which did not receive budgeted premiums of \$985,920 in FY2010.”

As noted in the Background section above, records dating to 2004 indicate that transfers between the two trust funds were done during the course of a FY as needed to ensure appropriate funding based on current claims.

Based on the records available, the FY 2010 and FY 2011 transfers between the two funds identified in the RMTF audit were reported to the trust board and City Council in the annual report provided to both. See Attachment D.

The transfers also were subsequently presented to the City Council for approval in the clean-up ordinance in accordance with the practice in place at the time as documented below:

- Attachment E is the January 24, 2012, City Council agenda item labeled the FY 2011 Budget Amendments. The \$1.45 million transfer from the RMTF to the WCTF was presented at this City Council meeting. Again, the meeting minutes reflect Council’s discussion about this transfer.
- Attachment F is the May 22, 2012, City Council agenda item labeled the FY 2012 Budget Amendments [1st pass]. This item reflects \$1M of the \$1.2M transfers from the RMTF to the WCTF that occurred during FY 2012. The meeting minutes again reflect Council’s discussion about this transfer.
- Attachment G is the June 26, 2012, City Council agenda item labeled the FY 2012 Budget Amendments [2nd pass]. This item reflects \$200,000 of the \$1.2M transfers from the RMTF to the WCTF that occurred during FY 2012.

Once again, this information is presented to help the Council put into perspective the audit finding of the transfer between the two funds. This does not justify any inadequacy in the information provided, the fact remains that a detailed explanation of all administrative action should be presented to the Council in a timely manner for review, discussion and possible action when necessary.

An important point to understand about the Workers Compensation Trust Fund is the fact that it is regulated by the State Industrial Commission and currently must maintain 55% confidence level of all total estimated outstanding losses.



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In the past few years, an unusually high level of claims have been incurred resulting in the present situation of the fund balance being unable to meet the minimum fund balance level by the end of calendar year 2012 when the fund balance must be reported to the Industrial Commission. Consequently, an adjustment to the workers compensation premiums assessed to each department will be made and brought forward to the City Council for consideration on December 11. This adjustment will have to be prefunded in order to meet the legal requirements by the end of the calendar year.

Employee Benefits Fund Discussion in RMTF Audit The Risk Management Audit mentions the \$1.6M premium holiday for the Employee Benefits Fund. This premium holiday was implemented based on information provided by Buck Consultants, the city's benefits consultant, issued a letter dated February 24, 2009 (see attachment H) stating:

"The City of Glendale has also provided estimated fund balances as of September 30, 2008 for the employee benefit plans, these fund balances were provided on both GAAP and budget accounting bases. Table two develops the recommended restricted and unrestricted reserves as of September 30, 2008 on both accounting bases.

Table 2
Recommended Reserve Balances
As of September 30, 2008

	GAAP Basis	Budget Basis
Estimated Fund Balance on 9/30/2008	\$5,044,774	\$7,897,700
Less Restricted Reserve per Table 1	\$1,391,000	\$1,391,000
Unrestricted Reserve on 9/30/2008	\$3,653,774	\$6,506,700

It is also known that the City of Glendale has an additional deposit of approximately \$1.4 million with Blue Cross, Blue Shield of Arizona. That amount currently covers the calculated restricted reserve. This means that under the terms of the 2008-2009 fiscal year contract, the full September 30 fund balances under both accounting bases could be considered unrestricted at this time.

Based on the protection provided under the aggregate stop loss contract, through at least June 30, 2010, a one month premium holiday which would reduce unrestricted reserves by about \$1.67 million would not be considered imprudent at this time under either accounting bases.



COUNCIL REPORT

This information is presented to help the Council put the audit discussion about the FY 2009 and 2010 transfers out and into the Employee Benefit Fund into perspective. The net transfer out and into the Employee Benefit Fund over FY 2009 and 2010 is approximately \$1.7M, about \$38,000 more than the amount identified in the Buck letter. Again, this information is provided to help the Council put into perspective the audit discussion about the two transfers related to the Employee Benefit Fund and does not justify any inadequacy in the information provided.

Section 2: Employee Benefits Fund and the Ongoing \$1M Fund Balance Draw Down to Minimize Cost Increases to Employees, Retirees, and the City

The Employee Benefits Fund is used to track city, employee and retiree health care contribution payments and to pay health, dental, life and vision insurance policy premiums for employees and retirees as well as claims covered by the insurance plans. Therefore the fund administers both the premiums and the claims related expenses for these types of insurance plans.

For FY 2013, the fund has an operating budget of \$22.3 million. Projected revenues for FY 2013 total \$22.3 million as shown in the table below. The employer contribution is budgeted in every fund that has employees charged to it. Employee contributions are deducted from employee paychecks based on the coverage selected each year. Retiree contributions are billed through a third party administrator.

Employer Contributions	\$13.7M	61%
Employee Contributions	\$4.6M	21%
Retiree Contributions	\$4.0M	18%
TOTAL	\$22.3M	100%

The annual budget for the Employee Benefits Fund is based on the information available at the time the budget was established in the prior FY. The budget represents a forecast regarding the level of premium revenue and claims activities for the upcoming FY. In reality, the premium revenue and claims expenses could vary with the budgeted, or expected, levels based on the number of employees and retirees at any point during the FY, whether dependents are added or removed, etc.

Provided below is the budget information presented to City Council since the development of the FY 2008 budget for the Employee Benefits Fund. Following the budget discussion is information about the actual premium revenue and claims expenses for a similar multi-year period.

FY 2008 Budget

The FY 2008 budget workbook provided to City Council for the spring 2007 budget workshops



COUNCIL REPORT

included an ongoing supplemental request for a citywide benefits increase that stated

Based on the high claims experience and utilization for the current year [FY 2007] and incorporating an insurance trend factor that considers health care inflation, technology and potential legislative changes, we estimate the following increases in plan costs for the next plan year

Medical \$2,370,000 (The premium increase of 15.5% for the PPO medical plan and 18.5% for the HIM medical plan increases the city's costs by \$1.8 million and the employees' costs by \$570,000. One million dollars will be withdrawn from the Employee Health Care Fund to reduce the City's budget impact to \$800,000.)

See Attachment I for a copy of this supplemental. The supplemental was included in the FY 2008 budget workbook provided to City Council and publicly posted to the city's website for each of the public budget workshops that City Council conducted that spring (March 27 and April 3, 10 and 17, 2007 workshop meetings).

At the time this recommendation was made, the budgetary fund balance was \$6.2M at the start of FY 2007, the fiscal year when the FY 2008 budget was developed and presented to City Council.

The subsequent FY 2008 annual budget document's Expenditure Summary section also stated the following:

Benefits Fund Expenditures The fund has an operating budget of \$23.1 million for FY 2008, which represents an increase of 17.7% from FY 2007 and reflects the rising costs of healthcare premiums and medical claims payments, as well as an increase in the number of FTE's employed by the City. The beginning fund balance is projected to be approximately \$4.7 million. One million dollars of this amount will be used during FY 2008 to help offset the increasing costs of health, dental and life insurance expenses. Therefore, the ending fund balance is projected to be \$3.7 million in FY 2008.

See Attachment J for a copy of the relevant pages from the FY 2008 annual budget document.

FY 2009 Budget

The supplemental presented to City Council as part of the FY 2008 budget workshops was ongoing and therefore, the plan presented to City Council during those workshops was incorporated into the ongoing base budget for FY 2009 and beyond. Nevertheless, the FY 2009 annual budget document's Expenditure Summary section specifically called out the continuation for FY 2009 of the \$1M draw down of the Employee Benefits Fund.



COUNCIL REPORT

Benefits Fund Expenditures The fund currently administers the medical, dental, life insurance and vision plans and coverage for both premiums and claims related expenses. The fund has an operating budget of \$24.5 million for FY 2009. This represents a modest increase of 6.1% from FY 2008 and reflects the rising costs of healthcare premiums and medical claims payments, as well as an increase in the number of FTE's employed by the City, which totaled 104 FTE's for FY 2009.

The beginning fund balance is projected to be approximately \$4.7 million. One million dollars of this amount is planned to be used during FY 2009 to help offset the increasing costs of health, dental and life insurance expenses. The City was able to take this approach in part because claims activity was favorable during the first half of FY 2008. Therefore, the ending fund balance is projected to be \$3.7 million in FY 2009.

See Attachment K for a copy of the relevant pages from the FY 2009 annual budget document.

FY 2010 Budget

The FY 2010 annual budget document's Expenditure Summary section continued calling out the continuation for FY 2010 of the \$1M draw down of the Employee Benefits Fund.

Benefits Fund Expenditures The fund currently administers the medical, dental, life insurance and vision plans and coverage for both premiums and claims related expenses. The fund has an operating budget of \$24.5 million for FY 2010. The operating budget is unchanged from FY 2009 and reflects the multiyear healthcare premium agreements in place today, a stabilization of medical and dental claims payment history, a slight decrease in the number of authorized FTE's year over year, as well as a significant number of frozen and/or retirement positions that will be kept vacant during FY 2010.

The beginning fund balance is projected to be approximately \$5.0 million and the fund is conservatively projected to end the year with \$3.9 million. This \$1.1 million reduction in fund balance is a direct result of management's decision to keep the operating budget flat year over year instead of reducing it to account for a decreasing workforce and the frozen/retirement vacancies. This conservative approach followed with the operating budget will allow the fund to cover any unfavorable fluctuations in medical and dental claims history throughout FY 2010. If these claims do not materialize during FY 2010, then any unused portion of the operating budget will remain in the fund balance at year end.

See Attachment L for a copy of the relevant pages from the FY 2010 annual budget document.



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FY 2011, FY 2012 and FY 2013 Budgets

The FY 2011 and FY 2012 annual budget documents identified use of the fund balance of the Employee Benefits Fund to cover any unfavorable fluctuations in medical and dental claims. Given that the Employee Benefits Fund draw down was called out for five consecutive FYs in the annual budget document, this was not called out in the FY 2013 budget document.

See Attachment M for a copy of the relevant pages from the FY 2011, FY 2012 and FY 2013 annual budget documents.

FY 2007 - FY 2012 Actuals Report for the Employee Benefits Fund (Budget Basis)

Attachment N contains a multi-year history of actual revenues and expenditures for the Employee Benefits Fund for FY 2007 through FY 2012. The "Budgetary Fund Balance, June 30" row reflects, over the period shown, the planned draw down of the Employee Benefits Fund.

The difference between revenues from premiums and expenditures from claims is clear from this attachment. Alternatives for addressing this difference were evaluated but deferred given the employee furloughs and employee contribution rate increases for the various pension plans. Voluntary furloughs were implemented partway through FY 2009, mandatory furloughs equating to 5% of pay were implemented for FY 2010 and FY 2011 and 2.5% of pay for FY 2012.

FISCAL IMPACTS

Workers Compensation Trust Fund For FY 2013, an operating cash transfer ranging from \$1M to \$1.4M from those funds that currently pay into the Workers Compensation Trust Fund is required to bring the fund to the 55% confidence level at the close of calendar year 2012. This action is required in December because the state's Industrial Commission moved annual funding requirements from a fiscal basis to a calendar year basis beginning with the calendar year ending 12/31/2011. Each fund will be assessed its proportionate share based on the distribution of premiums paid into the trust fund as shown in Schedule 9 of the FY 2013 budget document.

This action will be presented as part of the FY 2013 clean up ordinance scheduled for the December 11, 2012 evening meeting.

During the fourth quarter this operating cash transfer will be reconciled with the required transfers of appropriation authority between departments [interdepartmental transfers]. This will be done so the additional expense of the higher contribution amounts can be recorded to the appropriate departments within each fund.

For FY 2014, the total contribution rate for this trust fund will be set at \$1.4M based on the last actuarial report. Should the upcoming actuarial report for calendar year 2012 indicate a higher



COUNCIL REPORT

level of contributions are required to maintain the 55% confidence level of funding, an updated budget proposal will be brought forward to City Council for consideration

Risk Management Trust Fund The FY 2012 ending budget-basis fund balance for the Risk Management Trust Fund is \$2.9M, exceeding the 55% confidence level identified in April 2012 actuarial report. Therefore, adjustments to the FY 2013 adopted premiums are not required at this time.

However, in order for the General Fund to repay the Risk Management Trust Fund for the salaries paid out of the latter for the past two FYs, a \$489,000 cash transfer from the General Fund to the RMTF is required.

Additionally, the three FTEs currently in the RMTF must be transferred, along with the associated appropriation authority, to the General Fund for FY 2013. The transfers are within the Human Resources and Risk Management Department [intradepartmental] and therefore do not require waiting until the fourth quarter of the fiscal year.

These actions will be presented as part of the FY 2013 clean up ordinance scheduled for the December 11, 2012 evening meeting.

Employee Benefits Fund The ongoing \$1 million fund balance draw down originally approved by City Council as part of the FY 2008 budget supplemental requests now requires Council approval to stop, which will be done effective immediately.

Transfers of appropriation authority between departments [interdepartmental] will be required during the fourth quarter so the additional expense of the higher contribution amounts can be recorded to the appropriate departments within each fund.

ATTACHMENT A



City of Glendale, Arizona

Council Communication

CC NO: 23
1998/99

DATE: 6-8-99

TO: Honorable Mayor and City Council
FROM: Martin Vanacour, City Manager
SUBJECT: FISCAL YEAR 1998-99 BUDGET AMENDMENTS

SUMMARY

When the budget process begins in January each year, each department estimates what their total expenditures will be by the end of the fiscal year in their Operating and Capital Improvement Budgets. Shortly after July 1, the Budget Department reconciles actual expenditures versus these estimates. As a result, it is often necessary to reallocate appropriations between funds. Although these transfers are made between funds, the total appropriation does not change. The changes described in this budget amendment will transfer funds to the appropriate department and line item so that they are properly reflected in the budget records.

RECOMMENDATION

Waive reading beyond the title and adopt an ordinance on the FY 1998-1999 budget amendments.


Martin Vanacour
City Manager



Memorandum

DATE May 21, 1999

TO Martin Vanacour, City Manager

FROM Charlie McClendon, Management and Budget Director

SUBJECT FISCAL YEAR 1998-99 BUDGET AMENDMENTS

RECOMMENDATION

City council adoption of budget amendments for Fiscal Year (FY) 1998-99

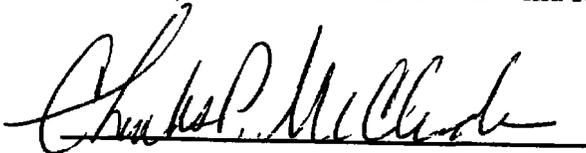
DISCUSSION

During the course of FY 1998-99, some changes in operation took place. These do not reflect significant shifts in budgetary policy, but these changes should be formally reviewed by the City Council and approved through a budget amendment ordinance.

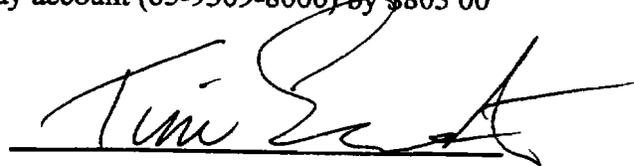
The following changes were done as a result of FY 98 Carryover Reconciliations. These changes reflect the actual carryover amounts from the previous year.

- 1 Appropriate an additional \$2,079 into the General Fund Contingency account (01-2450-7000) and decrease the Administrative Services account (01-2205-7000) by \$2,079
- 2 Appropriate an additional \$108,031 into the Downtown Civic Center account (01-8972-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$108,031
- 3 Appropriate an additional \$76,792 into the City Court account (01-1410-7000) and decrease the General Fund Contingency (01-2450-7000) by \$76,792
- 4 Appropriate an additional \$43,078 into the City Clerk's account, specifically, \$9,500 in Perm/Legal Documents account (01-1210-7000) and \$33,578 in the Records Management Account (01-1211-7000) for a total of \$43,078 and decrease the General Fund Contingency account (01-2450-7000) by \$43,078
- 5 Appropriate an additional \$119,248 into the Neighborhood Grants account (18-4413-7000) and decrease the General Fund Contingency account (01-2450-7000) by \$119,248
- 6 Appropriate an additional \$118,868 into the Engineering Administration account (01-6310-7000) and decrease the General Fund Contingency account (01-2450-7000) by \$118,868

- 7 Appropriate an additional \$27,261 into the Airport Operations account (15-4310-7000) and decrease the General Fund Contingency (01-2450-7000) by \$27,261
- 8 Appropriate an additional \$274,848 into the Manistee Towne Center Improvements Account (01-8996-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$274,848
- 9 Appropriate an additional \$300,000 into the West Public Safety Building account (60-8855-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$300,000
- 10 Appropriate an additional \$2,652 into the General Fund Contingency account (01-2450-7000) and decrease the Street Beautification account (62-8559-8000) by \$2,652
- 11 Appropriate an additional \$280.00 into the Street Lighting (G O) account (62-8557-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$280 00
- 12 Appropriate an additional \$55,381 into the Street Scallop account (62-8558-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$55,381
- 13 Appropriate an additional \$185,253 into the Street Beautification account (62-8559-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$185,253
- 14 Appropriate an additional \$1,245 into the West Branch Library Land account (64-8553-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$1,245
- 15 Appropriate an additional \$493,561 into the Foothills Branch Library account (64-8555-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$493,561
- 16 Appropriate an additional \$75,274 into the Maryland Lakes Storm Relief Drain (65-9304-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$75,274
- 17 Appropriate an additional \$312,069 into the NPDES account (65-9306-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$312,069
- 18 Appropriate an additional \$803 00 into the General Fund Contingency account (01-2450-7000) and decrease the 64th & Villa Rita Spillway account (65-9309-8000) by \$803 00



Department Head Approval



Deputy City Manager Approval

Attachment Clean-up Ordinance

ORDINANCE NO. _____ NEW SERIES

AN ORDINANCE OF THE COUNCIL OF THE CITY OF GLENDALE, MARICOPA COUNTY, ARIZONA, AUTHORIZING THE TRANSFER OF FUNDS BETWEEN BUDGET ITEMS IN THE ADOPTED FISCAL YEAR 1998-99 BUDGET; AND DECLARING AN EMERGENCY.

WHEREAS, Glendale City Charter, Article VI, Sec. 11, authorizes the governing board, on the affirmative vote of a majority of the members at a public meeting, to transfer funds between budget items of an adopted budget if the funds are available and the transfer does not result in a violation of the limitations provided in Article IX, Secs. 19 and 20, Constitution of Arizona.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GLENDALE as follows:

SECTION 1. That the following transfers of funds in the adopted 1998-99 budget are hereby authorized:

1. Appropriate an additional \$2,079 into the General Fund Contingency account (01-2450-7000) and decrease the Administrative Services account (01-2205-7000) by \$2,079.
2. Appropriate an additional \$108,031 into the Downtown Civic Center account (01-8972-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$108,031.
3. Appropriate an additional \$76,792 into the City Court account (01-1410-7000) and decrease the General Fund Contingency (01-2450-7000) by \$76,792.
4. Appropriate an additional \$43,078 into the City Clerk's account; specifically, \$9,500 in Perm/Legal Documents account (01-1210-7000) and \$33,578 in the Records Management Account (01-1211-7000) for a total of \$43,078 and decrease the General Fund Contingency account (01-2450-7000) by \$43,078.
5. Appropriate an additional \$119,248 into the Neighborhood Grants account (18-4413-7000) and decrease the General Fund Contingency account (01-2450-7000) by \$119,248.
6. Appropriate an additional \$118,868 into the Engineering Administration account (01-6310-7000) and decrease the General Fund Contingency account (01-2450-7000) by \$118,868.

7. Appropriate an additional \$27,261 into the Airport Operations account (15-4310-7000) and decrease the General Fund Contingency (01-2450 7000) by \$27,261.
8. Appropriate an additional \$274,848 into the Manistee Towne Center Improvements Account (01-8996-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$274,848.
9. Appropriate an additional \$300,000 into the West Public Safety Building account (60-8855-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$300,000.
10. Appropriate an additional \$2,652 into the General Fund Contingency account (01-2450-7000) and decrease the Street Beautification account (62-8559-8000) by \$2,652.
11. Appropriate an additional \$280.00 into the Street Lighting (G.O.) account (62-8557-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$280.00.
12. Appropriate an additional \$55,381 into the Street Scallop account (62-8558-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$55,381.
13. Appropriate an additional \$185,253 into the Street Beautification account (62-8559-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$185,253.
14. Appropriate an additional \$1,245 into the West Branch Library Land account (64-8553-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$1,245.
15. Appropriate an additional \$493,561 into the Foothills Branch Library account (64-8555-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$493,561.
16. Appropriate an additional \$75,274 into the Maryland Lakes Storm Relief Drain (65-9304-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$75,274.
17. Appropriate an additional \$312,069 into the NPDES account (65-9306-8000) and decrease the General Fund Contingency account (01-2450-7000) by \$312,069.
18. Appropriate an additional \$803.00 into the General Fund Contingency account (01-2450-7000) and decrease the 64th & Villa Rita Spillway account (65-9309-8000) by \$803.00.

SECTION 2. Whereas the immediate operation of the provisions of this Ordinance is necessary for the preservation

of the public peace, health, and safety of the City of Glendale, an emergency is hereby declared to exist, and this Ordinance shall be in full force and effect from and after its passage, adoption, and approval by the Mayor and Council of the City of Glendale, and it is hereby exempt from the referendum provisions of the Constitution and laws of the State of Arizona.

PASSED, ADOPTED AND APPROVED by the Mayor and Council of the City of Glendale, Maricopa County, Arizona, this _____ day of _____, 1999

M A Y O R

ATTEST:

City Clerk (SEAL)

APPROVED AS TO FORM:

City Attorney

REVIEWED BY:

City Manager

b_cleanup

**MINUTES OF THE REGULAR MEETING OF THE COUNCIL
OF THE CITY OF GLENDALE, MARICOPA COUNTY, ARIZONA,
HELD TUESDAY, JUNE 8, 1999, AT 7:00 P.M.**

The meeting was called to order by Mayor Scruggs, with Vice Mayor Eggleston and the following Councilmembers present: Goulet, Lieberman, Martinez, McAllister, and Samaniego.

Also present were Martin Vanacour, City Manager, Ed Beasley, Assistant City Manager, David Pennartz, Acting City Attorney, and Pamela Oliveira, City Clerk

Compliance with Article VII, Section of the Glendale Charter

A statement was filed by the City Clerk that the four ordinances and five resolutions to be considered at the meeting was available for public examination and the title posted at City Hall more than 72 hours in advance of the meeting

Mayor Scruggs welcomed Glendale Boy Scout Troop 667, under the leadership of Scoutmaster Joe Shelton and Assistant Scoutmaster Dean Goodale, to the meeting. She introduced the boy scouts who were present Jairen Goodale, Paul Decker, Stephen Opel, and Mike Cengiz

PROCLAMATIONS AND AWARDS

PROCLAMATION OF RECOGNITION FOR KORTNEY AND RUSTY CAMPBELL

Mayor Scruggs announced that tonight's Council meeting would be a special meeting, at which the Council would be recognizing an extraordinary girl scout, Kortney Campbell. She said that, in honor of this recognition, tonight's meeting would open with a girl scout tradition – the posting of the flag. The pledge of allegiance was led by the Arizona Cactus Pine Girl Scout Council, Brownie Troop 2231. She then introduced Chris Moshman, leader of Sahuaro Ranch Trails Neighborhood Brownie Troop 2231, and the brownies who were present: Rachel Moshman, Ashley Miller, Santana Rougemont, Savannah Rougemont, Brittany Ryan, Krista Ousley, Amanda Ricard, and Elizabeth Qualls

Copperwood Elementary School student and Glendale resident Kortney Campbell, age 12, displayed uncommon valor, courage and vigilance by rescuing her six-year-old brother from a vicious attack by a pit bull dog at a campsite near Williams, Arizona. Kortney has been a Girl Scout for five years and the Girl Scouts of USA deemed Kortney's valor worthy of the coveted Bronze Cross for saving a life with risk to her own life. The Bronze Cross has been awarded to only ten girls in the last year among three million girl scouts in 319 councils.

It was moved by Samaniego, and seconded by Martinez, to approve Ordinance No. 2079 New Series. Motion carried on a roll call vote, with the following members voting "aye": Goulet, Samaniego, McAllister, Eggleston, Lieberman, Martinez, and Scruggs. Members voting "nay": none.

22 SRP IRRIGATION EASEMENT, 83RD AVENUE AT ORANGEWOOD AND NICOLET AVENUES

Dr. Martin Vanacour, City Manager, presented this item. Salt River Project has requested an irrigation easement to place its existing open irrigation lateral underground, within the road rights-of-way for 83rd and Orangewood Avenues. This relocation is in conjunction with the development of the West Glenn Estates Subdivision. The developer has provided the majority of the easement area. Salt River Project needs an easement from the City to cross the existing roadways. There are no costs to the City for this easement.

The recommendation was to waive reading beyond the title and adopt and adopt an ordinance authorizing the City Manager to execute an easement in favor of Salt River Project for an irrigation easement.

Ordinance No. 2080 New Series was read by number and title only, it being AN ORDINANCE OF THE COUNCIL OF THE CITY OF GLENDALE, MARICOPA COUNTY, ARIZONA, AUTHORIZING THE CITY MANAGER TO EXECUTE AN IRRIGATION EASEMENT IN FAVOR OF SALT RIVER PROJECT TO PLACE ITS EXISTING OPEN IRRIGATION LATERAL UNDERGROUND WITHIN THE ROAD RIGHT-OF-WAY FOR 83RD AND ORANGEWOOD AVENUES, AND ORDERING THAT A CERTIFIED COPY OF THIS ORDINANCE BE RECORDED.

It was moved by Martinez, and seconded by Samaniego, to approve Ordinance No. 2080 New Series. Motion carried on a roll call vote, with the following members voting "aye": Goulet, Samaniego, McAllister, Eggleston, Lieberman, Martinez, and Scruggs. Members voting "nay": none.

23 FISCAL YEAR 1998-99 BUDGET AMENDMENTS

Mr. Charlie McClendon, Management and Budget Director, presented this item. When the budget process begins in January of each year, each department estimates what their total expenditures will be by the end of the fiscal year in their Operating and Capital Improvement Budgets. Shortly after July 1st, the Budget Department reconciles actual expenditures versus these estimates. As a result, it is often necessary to reallocate appropriations between funds. Although these transfers are made between funds, the total appropriation does not change. The changes described in this budget amendment will transfer funds to the appropriate department and line item so that they are properly reflected in the budget records.

The recommendation was to waive reading beyond the title and adopt an ordinance authorizing the Fiscal Year 1998-1999 budget amendments.

Ordinance No. 2081 New Series was read by number and title only, it being AN ORDINANCE OF THE COUNCIL OF THE CITY OF GLENDALE, MARICOPA COUNTY, ARIZONA, AUTHORIZING THE TRANSFER OF FUNDS BETWEEN BUDGET ITEMS IN THE ADOPTED FISCAL YEAR 1998-99 BUDGET, AND DECLARING AN EMERGENCY.

It was moved by Lieberman, and seconded by Martinez, to approve Ordinance No. 2081 New Series. Motion carried on a roll call vote, with the following members voting "aye": Goulet, Samaniego, McAllister, Eggleston, Lieberman, Martinez, and Scruggs. Members voting "nay": none.

RESOLUTIONS

24. APPROVAL OF INTERGOVERNMENTAL AGREEMENT WITH LUKE AIR FORCE BASE FOR THE MAINTENANCE AND OPERATION OF TRAFFIC SIGNALS ADJACENT TO LUKE AIR FORCE BASE

Mr Jim Book, Transportation Director, presented this request for approval of an Intergovernmental Agreement with the Luke Air Force Base (Air Force) to operate, maintain, and upgrade the six traffic signals adjacent to Luke Air Force Base. These six intersections are

- Litchfield Road and the North Gate entrance to Luke Air Force Base (LAFB - A Street)
- Litchfield Road and the Main Gate entrance to Luke Air Force Base (LAFB - Thunderbird Street)
- Litchfield Road and the South Gate entrance to Luke Air Force Base
- Litchfield Road and Glendale Avenue
- Glendale Avenue and Luke Air Force Base's Commissary Road
- Glendale Avenue and Luke Air Force Base's Laloma Street

The Air Force will furnish and pay for electrical energy for the operation of the traffic signals at the intersections of Litchfield Road and the North Gate, Litchfield Road and the Main Gate; and Litchfield Road and the South Gate. The City of Glendale will furnish and pay for the electrical energy for the operation of the traffic signals at the intersections of Glendale Avenue and Litchfield Road; Glendale Avenue and the Commissary; and Glendale Avenue and Laloma Street

ATTACHMENT B

City of Glendale, Az

Risk Management Trust Fund Audit Corrective Action Plan

Human Resources & Risk Management
Department

Jim Brown

2012

Risk Management Trust Fund Audit

Corrective Action Plan

Observation/Response - 1	Action Plan	Status
<p>A Ensure that proper notifications and approvals are obtained before transfers are made from the RMTF</p> <p>Response Concur The Risk Manager will ensure that proper notifications and approvals will be obtained from the RMTF Trustees and City Manager before transfers are made from the RMTF Effective immediately</p>	<p>Written procedures will be developed and followed to ensure all action received the proper notification</p>	Ongoing
<p>B Ensure only qualifying payments are made out of the RMTF</p> <p>Response Concur The Risk Manager will work with the Management and Budget and Finance departments to ensure that only qualifying payments are made out of the RMTF and existing FTEs paid from the RMTF will be moved back into the GF</p>	<p>Payments made from RMTF are based on Arizona Revised Statute 11-981 and City Ordinance The 3 FTEs residing in the RMTF will be removed via the December 11 clean-up ordinance and FTE costs will be restored to the RMTF</p>	In Progress; anticipated completion January 2013
<p>C Forgo future attempts to maintain the regulatory requirements that apply to the Workers Compensation Trust Fund by transfers from the unregulated RMTF without proper assessment of the legal and financial impact on the RMTF</p> <p>Response Concur The Risk Manager will consult with Legal, management and the RMTF Trustees prior to making transfers out of the RMTF Effective immediately</p>	<p>Transfers from the RMTF to the WCTF have been discontinued Risk Management will work with the Finance Department to ensure premiums assessed for FY 2014 are based on the actuarial recommendation for the Worker's Compensation Trust Fund This action should alleviate any need to transfer funds from the RMTF to the WCTF In the mean-time, finance will request funding for the WCTF at the 12/11/12 council meeting to ensure appropriate confidence level is maintained for the remainder of this fiscal year</p>	Anticipated completion Spring 2013
Observation/Response - 2	Action Plan	Status
<p>A Ensure that the RMTF Trustees review proposed transfers from the RMTF and make any recommendations to City Council for review</p>	<p>The practice of transferring funds in to or out of the fund outside of the budget cycle will be discontinued</p>	Ongoing

Response Concur The Risk Manager will ensure that the RMTF Trustees review proposed transfers from the RMTF and notify the City Council of these transfers Effective immediately

- B Consider establishing an emergency transfer process from contingency funds to accommodate unplanned losses or emergencies

Finance has worked with the City Attorney's Office to determine a process by which emergency transfers can be made to the Trust Fund outside of the budget cycle

In Progress; anticipated completion Dec 2012

Response Concur - There should be a process that outlines where the funds will come from in the case emergency funding needs to occur

- C Ensure that journal entries are posted only if adequate supporting documentation has been provided

This is a practice that Finance currently follows

Completed

Response Concur - Finance ensures that journal entries have supporting documentation before they are posted

- D Develop procedures explaining where transfers should be reported in city financial reports

Finance staff is currently working on these procedures

In Progress, anticipated completion Dec. 2012

Response Concur - Financial Services Department staff will develop a procedure that outlines where transfers are reported

Observation/Response - 3	Action Plan	Status
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- A Formalize and communicate procedures to ensure that the RMTF Trustees are consulted when material charges are recorded in the RMTF

Staff will provide the Board with quarterly reports on claims settlements and judgments

Ongoing

Response Concur The Risk Manager will formalize and communicate procedures to ensure that the RMTF Trustees are notified when any monetary judgments or very large settlements are going to be recorded in the RMTF Effective immediately

- B Ensure the RMTF Trustees and City Council is consulted when material litigation is pursued

See above action item

Ongoing

Response Concur The Risk Manager will work with the City Attorney's Office to ensure RMTF Trustees and City Council are

notified when outside litigation is pursued in relation to the RMTF
Effective immediately

- | | | | |
|---|---|---|-----------|
| C | Resolve where to record the \$2.3 million airport lawsuit expenditure
Response Concur – As discussed with the internal auditor the Financial Services Department staff has determined the proper recording of the airport lawsuit of \$2.3 million in the general fund | Finance staff has recorded the claim in the general fund as appropriate | Completed |
|---|---|---|-----------|

Observation/Response - 4	Action Plan	Status
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|---|---|---|-----------|
| A | Develop controls to ensure City Council is provided with the annual report in a timely manner

Response Concur The Risk Manager will develop controls to ensure City Council is provided with the RMTF annual report in a timely manner Effective immediately | Outlook calendar reminders added to ensure compliance | Completed |
|---|---|---|-----------|

- | | | | |
|---|--|--|---------|
| B | Provide periodic reports to the RMTF Trustees for discussion
Response Concur The Risk Manager will provide reports at least bi-annually to the RMTF Trustees Effective September 2012 | Reports were sent out to Trust Board in Sept for Oct Special Mtg More reports will be given out at our Dec mtg RM will provide quarterly reports on the status of claims and fund balances | Ongoing |
|---|--|--|---------|

- | | | | |
|---|--|--|---------|
| C | Consider meeting with the RMTF Trustees on a more frequent basis than annually
Response Concur The Risk Manager will schedule RMTF meetings at least biannually The next RMTF meeting was scheduled for November 2012 | Oct and Nov Special Trust Board Meeting completed Additional meetings are being schedule for Audit Action Plan follow-up | Ongoing |
|---|--|--|---------|

Observation/Response - 5	Action Plan	Status
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- | | | | |
|---|---|---|-----------|
| A | Develop controls to ensure the Risk Manager is properly licensed at all times

Response Concur The Risk Manager will develop controls to ensure he is properly licensed at all times Effective September 2012 | Outlook calendar reminders added to ensure compliance | Completed |
|---|---|---|-----------|

B	Submit the Risk Manager's license to City Council for verification, as appropriate Response Concur The Risk Manager will consult with the City Attorney's office regarding this requirement The Risk Manager will then provide his license to the City Council as recommended	License is being submitted to City Council	December 2012
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Observation/Response - 6	Action Plan	Status
<p>A Meet with the City Attorney's Office and Materials Management and review all agreements and processes followed for claims repair services to ensure compliance with City Code Response Concur The Risk Manager will meet with City Attorney's Office and Materials Management and review all agreements and processes followed for claims repair services to ensure compliance with City Code Effective January 2013</p>	<p>RM is scheduling sessions with the City Attorney to review agreements pertaining to claims repair services</p>	<p>In Progress, anticipated completion Jan 2013</p>
<p>B Meet with Materials Management to re-solicit the RFQ for residential and commercial claims repair services to a formal solicitation and obtain City Council approval on the new contract, as required Response Concur The Risk Manager will meet with Materials Management to resolicit the RFQ for residential and commercial claims repair services to a formal solicitation and obtain City Council approval on the new contract, as required Effective January 2013</p>	<p>Scheduled to meet with Materials Management in Dec 2012 RM will work on an RFQ for a new solicitation for these services</p>	<p>In Progress; anticipated completion Jan 2013</p>
<p>C Ensure claims agreement terms and conditions are monitored for compliance Response Concur The Risk Manager and Risk Management Claims Analyst will ensure claims agreement terms and conditions are monitored for compliance The Risk Manager and Risk Management Claims Analyst already met with the primary vendor on August 15, 2012 to review claims agreement terms and conditions Effective immediately</p>	<p>Risk management staff will be monitoring all vendor agreements on a regular basis in order to ensure terms and conditions are being met in accordance with our contracts This will be done throughout the year as appropriate</p>	<p>Ongoing</p>

D Develop adequate controls over the review and payment of vendor invoices to ensure they are accurate, complete and paid in an efficient and cost-effective manner

RM staff has put effective controls in place that include reviewing every invoice that is received to ensure charges being assessed to the City are in compliance with the contract

Completed

Response Concur The Risk Manager and Risk Management Claims Analyst will develop adequate controls over the review and payment of vendor invoices to ensure they are accurate, complete and paid in an efficient and cost-effective manner Effective September 2012

Observation/Response - 7	Action Plan	Status
<p>A Ensure only qualifying expenses are paid out of the RMTF</p> <p>Response Concur The Risk Manager will ensure only qualifying expenses are paid out of the RMTF by making revisions to city ordinance Effective January 2013</p>	<p>RM has drafted the RMTF Ordinance and is waiting on the City Attorney's Office to review This will then be presented to the RM Trust Board and Council as appropriate The revised Ordinance will include payment of administrative fees</p>	<p>In Progress; anticipated completion Jan 2013</p>

Observation/Response - 8	Action Plan	Status
<p>A Ensure that all insurance contracts are forwarded to the City Attorney's Office, City Council, and the City Clerk, as appropriate</p> <p>Response Concur The Risk Manager will ensure that all insurance contracts as appropriate are forwarded to the City Attorney's Office, City Council, and the City Clerk Effective October 2012</p>	<p>Contracts will be submitted to the City Attorney's Office once received on an on-going basis Desk top procedures will be written to document the process</p>	<p>On-going</p>

Observation/Response - 9	Action Plan	Status
<p>A Consult with the City Attorney's Office and City Council regarding the requirements for an annual external audit</p>	<p>After consultation with the City Attorney's office is has been determined that the annual CAFR audits meet the criteria for an annual external audit The RMTF Board has recommended an</p>	<p>In Progress,</p>

Response Concur The Risk Manager will consult with the Finance department to determine if the RMTF annual external audit can be done along with the annual city audit The Risk Manager will then notify the RMTF Trustees regarding how the annual external audit will be completed Effective November 2012

external performance external audit, specific to the Trust Funds, every five (5) years

anticipated completion Spring 2013

Observation/Response - 10	Action Plan	Status
<p>A Follow up with the City Attorney's Office regarding bonding of RMTF Trustees</p> <p>Response Concur The Risk Manager completed application to purchase bond for Trustees in October 2012</p>	<p>RM staff has requested a response from the City Attorney to determine if the bonding the City currently has is sufficient for the RMTF Trustees In the interim, sufficient bond coverage has been purchases by the Risk Manager to cover the trustees</p>	<p>Completed</p>

Observation/Response - 11	Action Plan	Status
<p>A Ensure the corrections to the term provisions in the agreement for insurance broker services are executed in consultation with the City Attorney's Office</p> <p>Response Concur The Risk Manager in conjunction with the City Attorney's Office has already completed this item on August 10, 2012</p>	<p>The RM worked with the City Attorney's office to create an addendum to the broker agreement correcting the terms as indicated on the RFP</p>	<p>Completed</p>
<p>B Meet to discuss the possibility of incorporating contract terms into solicitation documents</p> <p>Response Concur - In 2012 Financial Services Department staff started incorporating contract terms into solicitation documents</p>	<p>Moving forward all solicitation documents will be incorporated into the contract</p>	<p>Spring 2013</p>

Observation/Response - 12	Action Plan	Status
<p>A Require claimants to sign a general release when a claim is settled</p> <p>Response Neither Concur Nor Disagree The Risk Manager will review this recommendation with the City Attorney's Office to clarify its applicability Effective November 2012</p>	<p>Discussed with Attorney's Office in Nov 2012 Draft document done</p>	<p>In Progress, anticipated completion Nov 2012</p>

Observation/Response - 13	Action Plan	Status
<p>A Ensure city procurement procedures are followed to obtain actuarial services and enter into a professional services contract with the successful provider</p> <p>Response Concur The Risk Manager will ensure city procurement procedures are followed to obtain actuarial services and enter into a professional services contract with the successful provider Effective January 2013</p>	<p>RM staff is obtaining quotes for an actuarial currently and will begin selection process in the Spring of 2013</p>	<p>In Progress, anticipated completion Spring 2013</p>

Observation/Response - 14	Action Plan	Status
<p>A Review, document and update RMTF procedures and train staff</p> <p>Response Concur The Risk Manager will review, document and update RMTF procedures and train staff Effective December 2012</p>	<p>RM is currently documenting all procedures</p>	<p>In Progress, anticipated completion Summer 2013</p>

Observation/Response - 15	Action Plan	Status
<p>A Request and review supporting documentation for stadium security fees from the Police Department on an ongoing basis to ensure fees charged are accurate and complete</p>	<p>The contracts are being reviewed and RM staff is currently calculating fees to ensure they are accurate and up to date</p>	<p>In Progress, anticipated</p>

<p>Response Concur The Risk Manager will request and review supporting documentation for stadium security fees from the Police Department on an ongoing basis to ensure fees charged are accurate and complete Effective June 2013</p>		<p>completion Spring 2013</p>
<p>B Review existing rates and agreements to ensure they are accurate and complete Response Concur The Risk Manager will review existing rates and agreements to ensure they are accurate and complete Effective June 2013</p>	<p>The contracts are being reviewed and RM staff is working with PD and FD currently calculating fees to ensure they are accurate and sufficient</p>	<p>In Progress, anticipated completion Spring 2013</p>

Observation/Response - 16	Action Plan	Status
<p>A Turn in any underutilized vehicles to Equipment Management Response Concur The Risk Manager will make the determination which Risk Management vehicle will be turned in Effective December 2012</p>	<p>This has already been completed</p>	<p>Completed</p>

Observation/Response - 17	Action Plan	Status
<p>A Ensure that procurement card guidelines are complied with and monthly cardholder activity is adequately monitored Response Concur The Human Resources Procard Liaison will ensure that procurement card guidelines are complied with and monthly cardholder activity is adequately monitored Effective immediately</p>	<p>Procard activity will be reviewed regularly by the Department liaison and the HR Director or designee</p>	<p>Ongoing</p>

Observation/Response - 18	Action Plan	Status
<p>A Ensure Docman passwords are changed in accordance with IT policies</p> <p>Response Concur The Risk Manager will ensure Docman passwords are changed in accordance with IT policies Effective October 2012</p>	<p>Process in place that requires passwords to be changed quarterly</p>	<p>Ongoing</p>
<p>B Ensure user access lists are updated when an employee terminates or changes job duties</p> <p>Response Concur The Risk Manager will ensure user access lists are updated when an employee terminates or changes job duties Effective September 2012</p>	<p>Process in place that requires passwords to be changed quarterly</p>	<p>ongoing</p>
<p>C Continue to work with Information Technology to ensure RM data is protected</p> <p>Response Concur The Risk Manager will continue to work with Information Technology to ensure RM data is protected Effective October 2012</p>	<p>RM consulted with IT and will purchase a data backup solution for weekly back-ups</p>	<p>In Progress; anticipated completion Oct 2012</p>
<p>D Explore other systems to record and track claims data for increased efficiency</p> <p>Response Do Not Concur Not enough funding is available to switch to another claims database system When appropriate financially this recommendation will be revisited</p>	<p>Currently budget does not allow for purchase of a new system</p>	<p>Hold</p>

Observation/Response - 19	Action Plan	Status
<p>A Ensure staff is adequately cross-trained and licensed, as appropriate, to perform the functions of the Risk Manager</p> <p>Response Concur The Risk Manager will ensure staff is adequately cross-trained and licensed, as appropriate, to perform the functions of the Risk Manager Effective June 2013</p>	<p>Currently RM is licensed, we will have a Risk Analyst also licensed by December 2012 The cross training is anticipated to be completed by the end of Spring 2013</p>	<p>In Progress, anticipated completion Jun. 2013</p>

Observation/Response - 20	Action Plan	Status
<p>A Review and update the signature authorization for Risk Management, as appropriate</p> <p>Response Concur The Risk Manager will review and update the signature authorization for Risk Management, as appropriate Completed October 2012</p>	<p>This action has already been completed</p>	<p>Completed</p>

Observation/Response - 21	Action Plan	Status
<p>A Review Risk Management records to ensure compliance with approved retentions schedules</p> <p>Response Concur The Risk Manager will review risk management records to ensure compliance with approved retentions schedules Effective February 2013</p>	<p>Currently RM is scheduled to purge outdated documents in January 2013</p>	<p>In Progress; anticipated completion Feb 2013</p>

ATTACHMENT C



CITY OF GLENDALE
Council Communication

Business-Voting Agenda

02/22/2011

TO: Honorable Mayor and City Council
FROM: Ed Beasley, City Manager
PRESENTED BY: Sherry M. Schurhammer, Management & Budget Director
SUBJECT: **FISCAL YEAR 2009-10 BUDGET AMENDMENTS**

Purpose

This is a request for City Council to adopt an ordinance approving the FY 2009-10 budget amendments. This action is done after the Comprehensive Annual Financial Report for the prior fiscal year is completed.

Council Strategic Goals or Key Objectives Addressed

Review of the FY 2009-10 budget amendments is consistent with the Council's goal of ensuring sound fiscal management to support the city's financial stability

Background

A budget amendment is a transfer of appropriation authority and most amendments are done to reconcile the prior fiscal year's actuals savings with requested carryover. Council is requested to adopt an ordinance approving the amendments to the prior fiscal year budget as a final action.

Most of the budget amendments are associated with capital projects. During the course of FY 2009-10, capital project carryover was reconciled to actual savings from the prior fiscal year. When departments prepared their FY 2009-10 capital project budgets, they estimated their amount of carryover savings. The Management and Budget Department subsequently reconciled each department's actual savings from the prior fiscal year with their estimated carryover budget for FY 2009-10 and then increased or decreased their budgets accordingly.

Previous Council/Staff Actions

This type of action is done after the annual audit for the prior fiscal year is completed. For example, Council approved a similar ordinance for FY 2008-09 on December 8, 2009.

Budget Impacts & Costs

Overall, the City of Glendale's total FY 2009-10 budget appropriation across all funds remain unchanged

Recommendation

Waive reading beyond the title and adopt an ordinance approving the FY 2009-10 budget amendments.



Ed Beasley
City Manager



Attachment Memorandum

DATE 02/22/2011

TO. Ed Beasley, City Manager

FROM Sherry M Schurhammer, Management & Budget Director

SUBJECT FISCAL YEAR 2009-10 BUDGET AMENDMENTS

1 Ordinance

ORDINANCE NO 2765 NEW SERIES

AN ORDINANCE OF THE COUNCIL OF THE CITY OF
GLENDALE, MARICOPA COUNTY, ARIZONA, AUTHORI-
ZING THE TRANSFER OF APPROPRIATION
AUTHORIZATION BETWEEN BUDGET ITEMS IN THE
ADOPTED FISCAL YEAR 2009-10 BUDGET

WHEREAS, Glendale City Charter, Article VI, Sec 11, authorizes the City Council, by ordinance, to transfer any unencumbered appropriation balance or portion thereof from one office, department or agency to another

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
GLENDALE as follows:

SECTION 1 That the following transfers of appropriation authorization in the adopted Fiscal Year 2009-10 budget are hereby authorized

[See Exhibit A attached hereto and
incorporated herein by reference]

PASSED, ADOPTED AND APPROVED by the Mayor and Council of the City of
Glendale, Maricopa County, Arizona, this ____ day of _____, 2011

MAYOR

ATTEST

City Clerk (SEAL)

APPROVED AS TO FORM

City Attorney

REVIEWED BY

City Manager

Exhibit A - FY 2009-10 Inter-Fund Transfers for Council Approval

Line	Type of Transfer	Date	Transfer From			Amount	Transfer To				
			Fund	Rollup	Div		Division Description	Act	Fund	Rollup	Div
1	CIP Approp Transfer	08/25/2009	1420	800	77003	237,365	2040	805	91006	Fund 2040 CIP Reserve	510200
2	CIP Approp Transfer	08/25/2009	1420	800	77003	33,200	2040	805	91006	Fund 2040 CIP Reserve	510200
3	CIP Approp Transfer	04/16/2010	1840	805	80013	527,371	1650	800	67529	FTA Grant X096	551400
4	CIP Approp Transfer	10/15/2009	1840	805	91022	11,000	2130	800	84307	Morcomb Property	552400
5	CIP Approp Transfer	10/15/2009	1840	805	91022	2,666	2130	800	84307	Morcomb Property	552800
6	CIP Approp Transfer	12/23/2009	1980	805	91002	71,738	1840	800	80008	Callin Court Alley Beautifical	550300
7	CIP Approp Transfer	08/04/2009	2040	805	91006	1,358	1420	800	77001	DIF Update	550300
8	CIP Approp Transfer	08/04/2009	2040	805	91006	1,291	1440	800	77300	DIF Update	550300
9	CIP Approp Transfer	02/10/2010	2060	805	91005	3,032	1380	800	74250	West Branch Library	551200
10	CIP Approp Transfer	08/04/2009	2060	805	91005	301	1460	800	72801	DIF Update	550300
11	CIP Approp Transfer	08/04/2009	2060	805	91005	301	1480	800	72801	DIF Update	550300
12	CIP Approp Transfer	08/04/2009	2060	805	91005	1,523	1500	800	74752	DIF Update	550300
13	CIP Approp Transfer	08/04/2009	2060	805	91005	301	1520	800	70450	DIF Update	550300
14	CIP Approp Transfer	08/04/2009	2060	805	91005	301	1540	800	73102	DIF Update	550300
15	CIP Approp Transfer	08/04/2009	2060	805	91005	301	1560	800	73403	DIF Update	550300
16	CIP Approp Transfer	08/04/2009	2060	805	91005	301	1580	800	73702	DIF Update	550300
17	CIP Approp Transfer	08/04/2009	2060	805	91005	250	2130	800	84308	Saturno Ranch Carriage House	550300
18	CIP Approp Transfer	08/04/2009	2080	805	91001	1,738	1620	800	77753	DIF Update	550300
19	CIP Approp Transfer	08/04/2009	2120	805	91021	688	1000	800	81050	Records Management - Clerk	500400
20	CIP Approp Transfer	08/04/2009	2120	805	91021	43	1000	800	81050	Records Management - Clerk	503400
21	CIP Approp Transfer	08/04/2009	2120	805	91021	11	1000	800	81050	Records Management - Clerk	505400
22	CIP Approp Transfer	08/04/2009	2120	805	91021	10,295	1000	800	81052	Grand Canal Linear Park	551200
23	CIP Approp Transfer	08/04/2009	2120	805	91021	11,425	1000	800	81056	Fire Suppression System	551500
24	CIP Approp Transfer	08/04/2009	2120	805	91021	3,700	1000	800	81059	Time, Labor, Payroll & Reports	551400
25	CIP Approp Transfer	08/04/2009	2120	805	91021	886	1000	800	81059	Time, Labor, Payroll & Reports	551500
26	CIP Approp Transfer	08/04/2009	2210	805	91017	3,043	1600	800	67803	Dev Agree - Signals	550300
27	CIP Approp Transfer	08/04/2009	2210	805	91017	2,996	1600	800	67809	DIF Update	550300
28	CIP Approp Transfer	08/04/2009	2210	805	91017	30,426	1650	800	67511	Old Roma Alley Ped Project	550300
29	CIP Approp Transfer	12/23/2009	2210	805	91017	14,107	1650	800	67511	Old Roma Alley Ped Project	550300
30	CIP Approp Transfer	12/29/2009	1000	800	81065	1,983,638	2080	800	77513	Sales Tax System	various
31	Other Approp Transfer	08/30/2010	1000	221	11310	27,365	2360	221	17020	Customer Service Office	518200
32	Other Approp Transfer	05/07/2010	1000	222	88800	1,000	2040	222	89808	2040 Advisor Fees	518200
33	Other Approp Transfer	05/11/2010	1000	244	11801	373,000	1340	632	16920	Street Light Management	513600
34	Other Approp Transfer	04/21/2010	1000	421	14680	1,688	1870	154	14328	Summer Band	500400
35	Other Approp Transfer	04/21/2010	1000	421	14680	613	1870	154	14328	Summer Band	518200
36	Other Approp Transfer	08/04/2010	1000	452	16220	22,700	1340	620	16730	Street Cleaning	500200
37	Other Approp Transfer	08/15/2010	1000	531	16930	20,250	1760	633	18410	Airport Operations	500200
38	Other Approp Transfer	05/05/2010	1000	540	16040	35,840	1760	633	18410	Airport Operations	various
39	Other Approp Transfer	06/04/2010	1000	620	various	136,000	1340	620	various	Street Maint. & Cleaning	500200
40	Other Approp Transfer	05/14/2010	1000	800	81013	4,000	1760	633	16410	Airport Operations	523400
41	Other Approp Transfer	05/19/2010	1000	805	91012	54,947	1340	632	16920	Street Light Management	534200
42	Other Approp Transfer	08/03/2010	1000	805	91012	181,655	1870	154	various	Marketing Self Sust Divisions	various
43	Other Approp Transfer	04/01/2010	1000	various	various	9,841	1840	800	80013	CIP Grant Reserve	550300

Exhibit A - FY 2009-10 Inter-Fund Transfers for Council Approval

Line	Type of Transfer	Date	Transfer From				Amount	Transfer To				
			Fund	Rollup	Div	Division Description		Acct.	Fund	Rollup	Div	Division Description
44	Other Approp Transfer	04/02/2010	1140	231	11530	Technology Replacement	510200	1100	231	11520	Telephones	519400
45	Other Approp Transfer	03/14/2010	1281	various	various	PD & Fire Fleets Bowl Divisions	various	1283	331	12485	CBPrench - Fire Event Staffing	various
46	Other Approp Transfer	08/11/2010	1300	441	30001	HOME Program	518200	1320	441	31001	CDBG Programs	518200
47	Other Approp Transfer	08/30/2010	1320	441	31001	CDBG Programs	518200	1300	441	30001	HOME Program	518200
48	Other Approp Transfer	08/30/2010	1340	820	16710	Right-of-Way Maintenance	500200	1000	820	13410	Field Operations Admin	500200
49	Other Approp Transfer	06/18/2010	1340	820	16720	Street Maintenance	various	1000	620	13450	Facilities Management	various
50	Other Approp Transfer	03/04/2010	1340	various	various	Streets & Transportation Div's	534200	1000	1000	91012	Fund 1000 CIP Reserve	510200
51	Other Approp Transfer	06/30/2010	1500	805	91028	Fund 1500 CIP Reserve	510200	1000	805	10820	Attorney-Spec Proj Fees/Costs	518200
52	Other Approp Transfer	04/12/2010	1500	805	91028	Fund 1600 CIP Reserve	510200	1000	151	10820	Attorney-Spec Proj Fees/Costs	518200
53	Other Approp Transfer	03/16/2010	1500	805	91028	Fund 1800 CIP Reserve	510200	1010	632	16385	Transp - Stadium Mgmt Plan	518200
54	Other Approp Transfer	06/30/2010	1500	800	89985	Transpot DJF Debt Service	various	1920	800	89920	Street Bonds (HURF)	various
55	Other Approp Transfer	03/09/2010	1840	241	32010	Grant Match Funds - Mgt & Bldg	534000	1000	221	11340	License/Collection	524400
56	Other Approp Transfer	10/19/2009	1840	241	32010	Grant Match Funds - Mgt & Bldg	534000	1000	241	11620	Grants Administration	500400
57	Other Approp Transfer	10/22/2009	1840	241	32010	Grant Match Funds - Mgt & Bldg	534000	1000	241	11620	Grants Administration	500400
58	Other Approp Transfer	06/22/2010	1840	312	33021	Grant Approp - Police Dept	510200	1850	312	32030	State RICO	various
59	Other Approp Transfer	03/12/2010	1840	470	32118	Miscellaneous Grants	510200	1820	171	32040	Community Action Program (CAP)	500400
60	Other Approp Transfer	04/01/2010	1840	800	80013	CIP Grant Reserve	550300	1000	various	various	GF Divisions	503800
61	Other Approp Transfer	08/11/2009	1840	800	80013	CIP Grant Reserve	550300	1310	441	30800	NSP Programs	various
62	Other Approp Transfer	08/21/2010	1840	800	80013	CIP Grant Reserve	550300	1310	441	30800	NSP Programs	518200
63	Other Approp Transfer	04/01/2010	1840	800	80013	CIP Grant Reserve	550300	1340	various	various	HURF Divisions	503800
64	Other Approp Transfer	01/15/2010	1840	800	80013	CIP Grant Reserve	550300	1650	632	16530	Dial-A-Ride	503800
65	Other Approp Transfer	04/01/2010	1840	800	80013	CIP Grant Reserve	550300	1820	various	various	ARRA Divisions - Fund 1842	518200
66	Other Approp Transfer	04/21/2010	1880	421	14860	Spec Events & Prgm Self Sust	524400	2500	441	17910	Community Housing	503800
67	Other Approp Transfer	05/07/2010	1980	222	89802	1980 Advisor Fees	518200	1870	154	14328	Summer Band	518200
68	Other Approp Transfer	05/07/2010	2000	222	89807	2000 Advisor Fees	518200	2040	222	89806	2040 Advisor Fees	518200
69	Other Approp Transfer	05/07/2010	2000	222	89807	2000 Advisor Fees	518200	2080	222	89814	2080 Advisor Fees	518200
70	Other Approp Transfer	05/07/2010	2000	222	89807	2000 Advisor Fees	518200	2100	222	89815	2100 Advisor Fees	518200
71	Other Approp Transfer	05/07/2010	2000	222	89807	2000 Advisor Fees	518200	2180	222	89808	2180 Advisor Fees	518200
72	Other Approp Transfer	05/07/2010	2060	222	89804	2060 Advisor Fees	518200	2180	222	89808	2180 Advisor Fees	518200
73	Other Approp Transfer	08/17/2009	2050	805	91005	Fund 2050 CIP Reserve	510200	1000	151	10820	Attorney-Spec Proj Fees/Costs	518200
74	Other Approp Transfer	09/17/2009	2080	805	91001	Fund 2080 CIP Reserve	510200	1000	151	10820	Attorney-Spec Proj Fees/Costs	518200
75	Other Approp Transfer	06/30/2010	2180	805	91009	Fund 2180 CIP Reserve	510200	1900	800	89901	G O Bond Debt	561200
76	Other Approp Transfer	05/14/2010	2210	800	65044	Airport - Tower and Radio Upgr	550300	1750	633	16410	Airport Operations	523400
77	Other Approp Transfer	02/08/2010	2210	805	91017	Fund 2210 CIP Reserve	510200	1000	various	various	GF Divisions	503800
78	Other Approp Transfer	02/08/2010	2210	805	91017	Fund 2210 CIP Reserve	510200	1340	620	various	HURF Divisions	503800
79	Other Approp Transfer	06/30/2010	2210	805	91007	Fund 2210 CIP Reserve	510200	1970	900	89991	Transportation Debt Service	561200
80	Other Approp Transfer	06/30/2010	2350	244	11808	Fund 2350 Non-Dept	518200	1000	221	11340	License/Collection	518200
81	Other Approp Transfer	06/30/2010	2400	805	91015	Fund 2400 CIP Reserve	510200	2440	620	17710	Landfill	518250
82	Other Transfer (Sch4)	01/01/2010	1270	1270	01270	GF Rev Obligations	701940	1940	1940	01940	M/PC Debt Service	601270
83	Other Transfer (Sch4)	01/01/2010	1600	1800	01600	DIF-Roadway Improvements	701820	1920	1820	01920	HURF Debt Service	601800
84	Other Transfer (Sch4)	01/01/2010	2540	2540	02540	Risk Mgt Trust Fund	701800	1000	1000	01000	General Fund	602540
85	Other Transfer (Sch4)	01/01/2010	2540	2540	02540	Risk Mgt Trust Fund	701340	1340	1340	01340	HURF	602540
86	Other Transfer (Sch4)	01/01/2010	2540	2540	02540	Risk Mgt Trust Fund	701860	1660	1660	01660	Transportation Fund	602540

delinquency is one of many ways the city demonstrates its commitment to providing water, sewer, and sanitation at the lowest rates possible. Staff has also received favorable support on this measure from the realtor community.

The recommendation is to waive reading beyond the title and adopt a resolution declaring the city's intent to increase the water deposit amount for residential and commercial customers effective May 16, 2011 and set a public hearing for April 12, 2011.

Councilmember Clark asked for clarification on this item. Ms. Diane Goke, Finance Director, explained that under current law, the city only contracts with the property owners for utility accounts. However, starting on May 16th the city will change their administrative procedure to contract with both tenants and property owners for service. The tenant will be required to have a signed lease agreement to open an account. Councilmember Clark said she understood that the \$200 fee for new accounts has been calculated to cover an average bill for two months. Ms. Goke stated she was correct. Councilmember Clark asked if the landlord was still required to pay the city if the tenant leaves without paying. Ms. Goke replied no. She added that because of the 2010 legislation, the city can no longer hold the owners responsible.

Councilmember Martinez asked if this policy was just reverting back to the previous policy before the city held the owner responsible for past due accounts. Ms. Goke responded by reiterating the new procedure.

Councilmember Alvarez asked if the \$200 fee would be sufficient because of the current increase in utility rates. Ms. Goke said that staff's calculation of a \$200 deposit fee was based on the current average of two months utility bills.

Resolution No. 4464 New Series was read by number and title only, it being A RESOLUTION OF THE COUNCIL OF THE CITY OF GLENDALE, MARICOPA COUNTY, ARIZONA, ADOPTING THIS NOTICE OF INTENTION TO INCREASE THE DEPOSIT FOR NEW RESIDENTIAL AND COMMERCIAL ACCOUNTS FOR WATER, SEWER AND SANITATION SERVICES; SETTING A PUBLIC HEARING ON THE PROPOSED INCREASES; AND FILING A WRITTEN REPORT SUPPORTING THE PROPOSED INCREASES WITH THE CITY CLERK.

It was moved by Clark, and seconded by Lieberman, to pass, adopt and approve Resolution No. 4464 New Series. The motion carried unanimously.

ORDINANCES

7 FISCAL YEAR 2009-10 BUDGET AMENDMENTS

Sherry M. Schurhammer, Management and Budget Director, presented this item.

This is a request for City Council to adopt an ordinance approving the FY 2009-10 budget amendments. This action is done after the Comprehensive Annual Financial Report for the prior fiscal year is completed.

Review of the FY 2009-10 budget amendments is consistent with the Council's goal of ensuring sound fiscal management to support the city's financial stability

A budget amendment is a transfer of appropriation authority and most amendments are done to reconcile the prior fiscal year's actual savings with requested carryover. Council is requested to adopt an ordinance approving the amendments to the prior fiscal year budget as a final action.

Most of the budget amendments are associated with capital projects. During the course of FY 2009-10, capital project carryover was reconciled to actual savings from the prior fiscal year. When departments prepared their FY 2009-10 capital project budgets, they estimated their amount of carryover savings. The Management and Budget Department subsequently reconciled each department's actual savings from the prior fiscal year with their estimated carryover budget for FY 2009-10 and then increased or decreased their budgets accordingly.

This type of action is done after the annual audit for the prior fiscal year is completed. For example, Council approved a similar ordinance for FY 2008-09 on December 8, 2009.

Overall, the City of Glendale's total FY 2009-10 budget appropriations across all funds remain unchanged.

The recommendation is to waive reading beyond the title and adopt an ordinance approving the FY 2009-10 budget amendments.

Mayor Scruggs stated since many of the Councilmembers had sent in a lot of questions regarding the appropriation authority issue, she would like Ms. Schurhammer to address some of her responses and comments to those questions.

Sherry M. Schurhammer, Management and Budget Director, stated there was a difference between appropriation authority and the actual funds used to back the appropriation authority. She explained that budget amendments, also known as interfund transfers, were transfers of only appropriation authority and had nothing to do with transferring actual funds. She noted that the Clean Up Ordinance deals with budget amendments.

Ms. Schurhammer further explained that there were questions about the CIP Reserve account for various capital-related funds as shown in Exhibit A attached to the ordinance for this agenda item. She explained that every year, when staff builds the budget for the next FY, departments are asked to estimate carryover savings for their capital projects, and these estimates are then included in the upcoming FY's capital budget as "estimated carryover." Once the year ends, the budget staff reconciles the differences between the estimated carryover amount included in the capital budget and the actual savings. Any differences are then processed through the appropriate fund's CIP Reserve account to ensure the respective capital projects are not allowed to spend more than the actual funds available. She explained that this is done for all of the different funds associated with capital projects because capital funds are strictly established for specific purposes. For example, Flood Control Capital Bond Funds cannot be used for public safety capital bond projects. She also said carryover reconciliation is done for the operating budget if carryover was allowed on the operating side.

Ms Schurhammer also explained that budget amendments are required during the course of a FY for budgets related to grants received. For example, during FY 2010 the city received up to \$11 million in federal stimulus money and \$2 million in Neighborhood Stabilization grants. When the FY 2010 budget was developed in January 2009, the city knew stimulus funding for capital projects would become available in FY 2010, but we had no idea of the amount the city would actually receive. Therefore a CIP Grant Reserve was built into the FY 2010 budget so sufficient appropriation authority would be available if federal stimulus funding for capital projects were awarded to Glendale. Once the award amounts for Glendale were known, the budget staff then had to establish appropriation authority – the authority to spend funds – for each of the grant projects in order for the funds to be spent. She noted that budget staff moved only appropriation authority from the CIP Grant Reserve account to the appropriate accounts for each grant project. In the case of these grants, the appropriation authority was backed by the grant funds awarded to Glendale.

Councilmember Clark asked for additional clarification. She questioned why budget staff transferred appropriation authority from the Airport Fund's CIP Reserve to a project labeled "Records Management – Clerk." She questioned whether a staff position was being funded in the City Clerk's Office. Ms Schurhammer explained that the Records Management capital project was for the City Clerk's Office and was related to the purchase of software and hardware and related services associated with the implementation of a new records management system for the city. She noted that this specific project was included in the city's FY 2010 capital improvement plan that City Council adopted. She further stated that the project did not fund a staff position in the City Clerk's Office. She explained that there was excess appropriation authority in the Airport Fund's CIP Reserve so when the Records Management capital project needed some additional appropriation authority, a transfer was done from one to the other.

Ms Schurhammer assured City Council that the city's total appropriation for the CAFR [Comprehensive Annual Financial Report]-basis General Fund (GF) was not exceeded in FY 2010. She elaborated by noting that the FY 2010 CAFR-basis GF total appropriation authority – spending authority – was, approximately \$190 million and approximately \$162 million was spent. Consequently, the city's CAFR-basis GF had far more appropriation authority than was spent in the course of FY 2010.

Ms Schurhammer also explained that appropriation authority expires at the end of every FY.

Councilmember Clark asked if, based on the concept that an airport capital project did not cost as much as appropriated, shouldn't there be some money left from that appropriation. Ms Schurhammer said no and reiterated the explanation about carryover estimates. She said that departments estimate the amount of carryover savings, in this case the estimated savings from FY 2009. Budget staff subsequently reconciled each department's actual savings from FY 2009 with the FY 2010 carryover budget, then increased or decreased the appropriate capital budgets accordingly. She explained different scenarios as to how increases or decreases happen.

She stated Councilmember Clark was correct that having the flexibility to move the appropriation authority around allows operations to continue without having to come back to Council every time there is a movement. She noted there were almost 100 transfers on the Clean

Up Ordinance agenda item for tonight's meeting and it is not practical or operationally effective to come before Council 100 times during the course of a FY for each and every interfund transfer [budget amendment] of appropriation authority. She explained operations would come to a standstill every time a budget amendment was needed because of the time needed to get on an evening meeting agenda for City Council. She repeated that the ability to complete interfund transfers of appropriation authority provides the flexibility required to keep operations moving smoothly and expeditiously throughout the course of the year without exceeding the maximum appropriation authority that Council adopted for each of the city's 100 plus funds. The Management and Budget Department staff ensures there is sufficient funding available to support the budget amendments shown on the Clean Up Ordinance.

Councilmember Clark asked how decisions are made regarding capital projects that require additional appropriation authority or those cases where a capital project comes in under budget and there are actual fund savings that could be redistributed to other eligible projects. Ms. Schurhammer explained that those decisions generally are worked out through the Management and Budget Department, City Manager's Office and the requesting department. She said that frequently any savings generated from one capital project is reallocated to another eligible project that is costing more than anticipated as long as that project is eligible for the specified funds. She reiterated her earlier explanation that capital funds are strictly established for specific purposes. For example, Flood Control Capital Bond Funds cannot be used for capital bond projects related to parks, streets, or other uses not directly related to flood control.

Councilmember Clark inquired about line item 42 on Exhibit A that showed a transfer from the Fund 1000 CIP Reserve to various divisions in the Marketing Self Sustaining Fund. Ms. Schurhammer explained that the Marketing Self-Sustaining Fund is also known as the Marketing Special Events Fund. She explained that the Marketing and Communications Department staff solicits donations from local companies such as SRP and APS for the city's signature downtown events. When the FY 2010 budget was developed in January 2009, the amount of donations to be received during FY 2010 was not known. Once the donations came in during FY 2010, that department needed appropriation authority to spend the funds, at which time the budget staff processed transfers of appropriation authority to the Marketing Self Sustaining Fund.

Councilmember Clark also inquired about line item 60 on Exhibit A that showed a \$1.5 million transfer of appropriation authority from the CIP Grant Reserve to various GF divisions. Ms. Schurhammer explained that this item referred to the transfers of appropriation authority needed to address the costs of the unusual number of retirements that occurred during FY 2010 as a result of the city's retirement incentive program for those eligible at that time to retire. She noted that the city has obligations to pay such as the value of accrued sick and vacation time for employees leaving the city's employment, in this case those who were retiring, as well as the retirement incentive offered through this one-time program. These kind of costs could not be anticipated when the FY 2010 budget was developed in January 2009, therefore transfers of appropriation authority were required during the course of FY 2010 so department budgets ended the year with sufficient appropriation authority to cover the actual expenses associated with the higher than usual number of retirements.

Councilmember Clark stated her concerns that funds were being moved from grant reserves to cover other projects that did not have anything to do with grant funding. Ms. Schurhammer said no grant monies were involved, only appropriation authority, which is distinctly different from actual funds. Councilmember Clark asked why the CIP Grant Reserve was the source of the appropriation authority in this case and Ms. Schurhammer explained that this division was where excess appropriation authority existed.

Mayor Scruggs asked for further clarification about lines 60 and 84 in Exhibit A. She noted that the appropriation authority transfers for those two lines total approximately \$4 million. Ms. Schurhammer said both lines related to the cost of the unusual number of retirements that occurred during FY 2010. She repeated her earlier assurance that Council had appropriated, as part of the adopted FY 2010 budget, approximately \$190 million in appropriation authority for the GF and approximately \$162 million was actually spent, so the GF's total appropriation authority that Council approved for FY 2010 was not exceeded.

Horatio Skeete, Assistant City Manager, explained how the city addresses the accrued liability of uncompensated absences that is reported in the annual CAFR as required under generally accepted accounting standards. He said that every year the city must recognize the city's obligations related to the payout of accrued vacation and sick leave when vested employees leave the city. In most years, the actual payout would be covered by salary savings (unused appropriation authority in the salary category of expenses that are generated as a result of vacant positions). However, FY 2010 reflected an unusually large number of retirements that could not be covered through salary savings so the Risk Management Fund covered some of the retirement program's one-time expenses.

Councilmember Clark inquired if there had been a line item expenditure that Council had approved during budget time to cover retirement cost for employees. Mr. Skeete replied no. He explained those were liabilities funded before and set aside over a number of years ago, not during the last budget cycle. Councilmember Clark asked if staff had estimated as to how much would be required to deal with the retirement issue during last year's budget discussions. Mr. Skeete explained staff did not have an estimate on this issue. Additionally, these were funds that were already set aside in the Risk Management Fund.

Mayor Scruggs asked if line items 60, 77 and 84 were related to the retirement incentive program in FY 2010 and Mr. Skeete replied yes.

Councilmember Clark remarked it would be helpful to Council if it saw all of the line items for each fund when the upcoming FY's budget was being developed. Ms. Schurhammer encouraged Council to look at the FY 2010 CAFR for more information about the actual expenses incurred during FY 2010. She also said that only the GF and HURF operating budgets were discussed in detail with City Council during the budget workshops each spring because the detailed operating budgets for all of the other funds, which would number 1,000 to 2,000 pages in length, would be very challenging to address in just a couple of budget workshops. She further noted that the detailed line item operating budget for every fund is available internally on the city's intranet to all city employees and the council members.

Councilmember Clark stated her understanding of the process, however, she noted this does raise questions if they are unknowingly approving expenditures that never happen or appropriations that they may never know about. Mr. Skeete stated it was important to note city staff and the city manager only have the authority to expend less than \$50,000, with most purchases over \$50,000 requiring Council approval. He encouraged Council to look at the budget impact section of each evening agenda item as that section identified the budget for the item being brought forward. He noted that at times, appropriation authority and funding for some projects come from three or four different budgets. He explained that occasionally this must be done as projects are in the building process.

Councilmember Lieberman asked how much was left from the district improvement funds. Ms. Schurhammer stated that DIF stood for Development Impact Fees, which are strictly prohibited by state law from being used for anything other than the specified uses spelled out in state statutes. She said that the FY 2010 budget for development impact fees was based on the projected revenue from development impact fees. For the FY 2010 budget, which was developed in January 2009, budget staff estimated that DIF revenues would come in fairly strongly. However, during FY 2010 it became clear that this would not happen, so the spending side of the development impact fee funds had to be reduced significantly. Consequently, budget staff moved only the appropriation authority associated with various development impact fee funds to other funds that had sufficient cash available but not sufficient appropriation authority.

Councilmember Lieberman questioned transferring \$2 million in appropriation authority to the Special Projects division. Ms. Schurhammer explained that the Special Projects account captures all costs related to hiring outside firms to address legal and economic development projects that the city has undertaken. Councilmember Lieberman asked if item 54 was related to CTOC [Citizens Transportation Oversight Commission for the transportation sales tax program] in anyway. Ms. Schurhammer said "no" and explained that line 54 in Exhibit A deals with a transfer of only appropriation authority from the development impact fee fund for transportation to the debt service fund for Highway User Revenue Fund capital bonds. Ms. Schurhammer suggested she meet individually with Councilmember Lieberman to discuss his list of questions. Councilmember Lieberman replied no, he prefers the public to hear the questions and responses.

Councilmember Lieberman asked how much appropriation authority was established for the CIP Grant Reserve. Ms. Schurhammer said she believed the FY 2010 CIP Grant Reserve was budgeted at approximately \$10 to \$15 million because the city knew in January 2009 that the federal government was planning to make available millions of federal stimulus funds for FY 2010. In January 2009, the city did not know the amount of federal stimulus funding it would receive, so staff estimated that Glendale could receive \$10 to \$15 million and the appropriation authority for the CIP Grant Reserve was set accordingly. As it turned out, Glendale was awarded about \$11 million in federal stimulus funds. She explained that once the actual funding awards were known, appropriation authority was transferred from the CIP Grant Reserve to the specific project accounts set up for the individual projects funded with federal stimulus funds.

Councilmember Lieberman asked about the Government Facilities Capital Bond Fund. Ms. Schurhammer explained the types of capital projects that could be covered by this category of general obligation bonds.

Councilmember Lieberman asked about the FY 2010 ending fund balance for the Risk Management Fund and the General Fund Ms Schurhammer said she did not have the information with her but would do some research the following day and then send the information to the Mayor and Council

Ms Schurhammer explained that this specific ordinance is the final closing action to the FY 2010 budget Mayor Scruggs remarked that this ordinance would be the final reconciliation of all expenditures that occurred from July 1, 2009 to June 30, 2010 and Ms Schurhammer stated she was correct She stated this was the final budget action for FY ending June 30, 2010

Councilmember Lieberman asked when Council will receive the second quarter statement showing the city's financial condition Ms Schurhammer said this subject was scheduled for the March 1, 2011 workshop

Councilmember Alvarez inquired about the Special Projects account and the appropriation authority transfer of \$2.5 million dollars Ms Schurhammer explained that this account was used to pay bills related to the hiring of outside attorneys and consultant to handle several legal cases the city had undertaken Councilmember Alvarez asked for a detailed list of the FY 2010 expenditures for the Special Projects account Ms Schurhammer said she would do so the next business day

Councilmember Martinez asked for clarification on the flood control projects He asked if overall that funding stayed within flood control Ms Schurhammer replied yes She noted that the total appropriation the Council set up for the flood control fund was not exceeded Councilmember Martinez remarked the city receives various funding sources, however, that funding has to be spent in certain categories Ms Schurhammer stated the city has over 100 funds designated for very specific purposes and cannot be used for other projects

Vice Mayor Frate noted this item comes before Council every year, however, this year Council has had more questions. He thanked Ms Schurhammer for meeting with him individually and answering his questions He believes her to be very astute and knowledgeable in a difficult area and when answering their questions He thanked and commended her on her presentation this evening. He apologized for the amount of time taken and believes this should have been done in a workshop setting

Councilmember Knaack acknowledged the many financial-related awards that the city receives each year including the annual award for a distinguished budget She explained that budgeting was not an exact science and can be very fluid She expressed her amazement on the great job the Management and Budget Department does year after year She thanked Ms Schurhammer and her staff very much for the job they do

Councilmember Alvarez asked for clarification on the Risk Management Fund and how it is handled Mr Skeete stated the city was self insured and the standards for the amount of money that need to be set aside are set by an actuarial study completed each FY He noted there was a

process followed to establish that level of fund balance required for the Risk Management Fund in order to cover the anticipated loss or for any claims

Councilmember Clark stated as a member of the Risk Management Board, she can verify what Mr Skeete affirmed. She noted that staff made sure the fund balances remained healthy

Mayor Scruggs thanked Ms Schurhammer for her explanations and believes she learned a lot today. She does not know why they had such a lengthy discussion this year as opposed to other years. She explained they each receive their Council material for a Tuesday meeting sometime on a Friday. The only time she had available to read her material was yesterday. She had emailed some questions to Ms Schurhammer, however, she felt it was helpful to hear her speak on these issues. She somehow feels it necessary to justify why she had so many questions tonight because she did not get to work on this material until late yesterday afternoon. She thanked Ms Schurhammer for being extremely helpful tonight. She believes budget was a very complex and specialized world. She noted it was a great specialty that Ms Schurhammer has and they truly admire her ability. However, they still need to understand and examine each issue because they were elected to represent the people.

Councilmember Alvarez remarked she was told she could not request anything from the departments, but rather go through Mr Ed Beasley, City Manager, which she did, but did not receive a response. She hopes that in the future, she can have the same privilege of directly contacting the departments, however, possibly because she was new she was not allowed the same courtesy.

Mayor Scruggs explained she sent Ms Schurhammer an email and copied Mr Beasley. She stated as long as Mr Beasley knows the circumstance, Councilmember Alvarez or any Councilmember is allowed to send an email and request information. She apologizes for the miscommunication and added she has no more privileges than Councilmember Alvarez does by any means. Ms Schurhammer noted that Councilmember Clark's questions had come through the city manager's office.

Councilmember Clark stated she had only gone to the manager's office because she needed help with the acronyms. She apologized for the amount of time her questions took and appreciated her patience. She indicated that perhaps Council paid more attention to this item this year because of the current economy.

Ordinance No. 2765 New Series was read by number and title only, it being AN ORDINANCE OF THE COUNCIL OF THE CITY OF GLENDALE, MARICOPA COUNTY, ARIZONA, AUTHORIZING THE TRANSFER OF APPROPRIATION AUTHORIZATION BETWEEN BUDGET ITEMS IN THE ADOPTED FISCAL YEAR 2009-10 BUDGET.

Councilmember Alvarez stated one of her commitments to her constituents was to get more services to their communities and avoid attorney fees. She will not support this item.

It was moved by Martinez, and seconded by Frate, to approve Ordinance No. 2765 New Series. Motion carried on a roll call vote, with the following Councilmembers voting “aye”: Clark, Lieberman, Knaack, Martinez, Frate, and Scruggs. Members voting “nay”: Alvarez.

8 SALT RIVER PROJECT POWER DISTRIBUTION EASEMENT

Larry J Broyles, P E , City Engineer, presented this item

This is a request for City Council to adopt an ordinance granting an easement in favor of Salt River Project (SRP) for power distribution lines across portions of a city-owned well site at 107th Avenue and Bethany Home Road

Granting the utility easements supports Council’s goal of one community with high-quality services for citizens by allowing SRP to provide electrical power to the city’s well site which provides groundwater supply to the residents of Glendale

The well was installed to provide potable water as part of the Zone 4 Groundwater Treatment Plant project In order to provide electrical power to the well sites, SRP must install underground electrical equipment and a transformer To maintain these facilities, SRP has requested the city grant it an easement

The recommendation is to waive reading beyond the title and adopt an ordinance authorizing the City Manager to execute an easement in favor of Salt River Project for power distribution lines across portions of a city-owned well site at 107th Avenue and Bethany Home Road

Ordinance No. 2766 New Series was read by number and title only, it being AN ORDINANCE OF THE COUNCIL OF THE CITY OF GLENDALE, MARICOPA COUNTY, ARIZONA, AUTHORIZING THE CITY MANAGER TO EXECUTE A POWER DISTRIBUTION EASEMENT IN FAVOR OF SALT RIVER PROJECT ACROSS PORTIONS OF A CITY-OWNED WELL SITE AT 107TH AVENUE AND BETHANY HOME ROAD; AND ORDERING THAT A CERTIFIED COPY OF THIS ORDINANCE BE RECORDED.

It was moved by Clark, and seconded by Lieberman, to approve Ordinance No. 2766 New Series. Motion carried on a roll call vote, with the following Councilmembers voting “aye”: Alvarez, Clark, Lieberman, Knaack, Martinez, Frate, and Scruggs. Members voting “nay”: none.

PUBLIC HEARING - RESOLUTION

9 SUBSTANTIAL AMENDMENT TO THE FY 2010-11 COMMUNITY DEVELOPMENT BLOCK GRANT ANNUAL ACTION PLAN (RESOLUTION) (PUBLIC HEARING REQUIRED)

Gilbert Lopez, Revitalization Administrator, presented this item

ATTACHMENT D



Human Resources & Risk Management Memorandum

To Mayor and City Council

From Andrew Jennings, Risk Manager

Date November 5, 2010

Topic Trust Fund Status Report to City Council

Sec 2-204 of the City Code (Risk Management and Workers' Compensation Trust Funds) requires the trustees to annually submit a report to the city council

Attached is an executive summary of the report provided to the trustees at their annual meeting held in May 2010

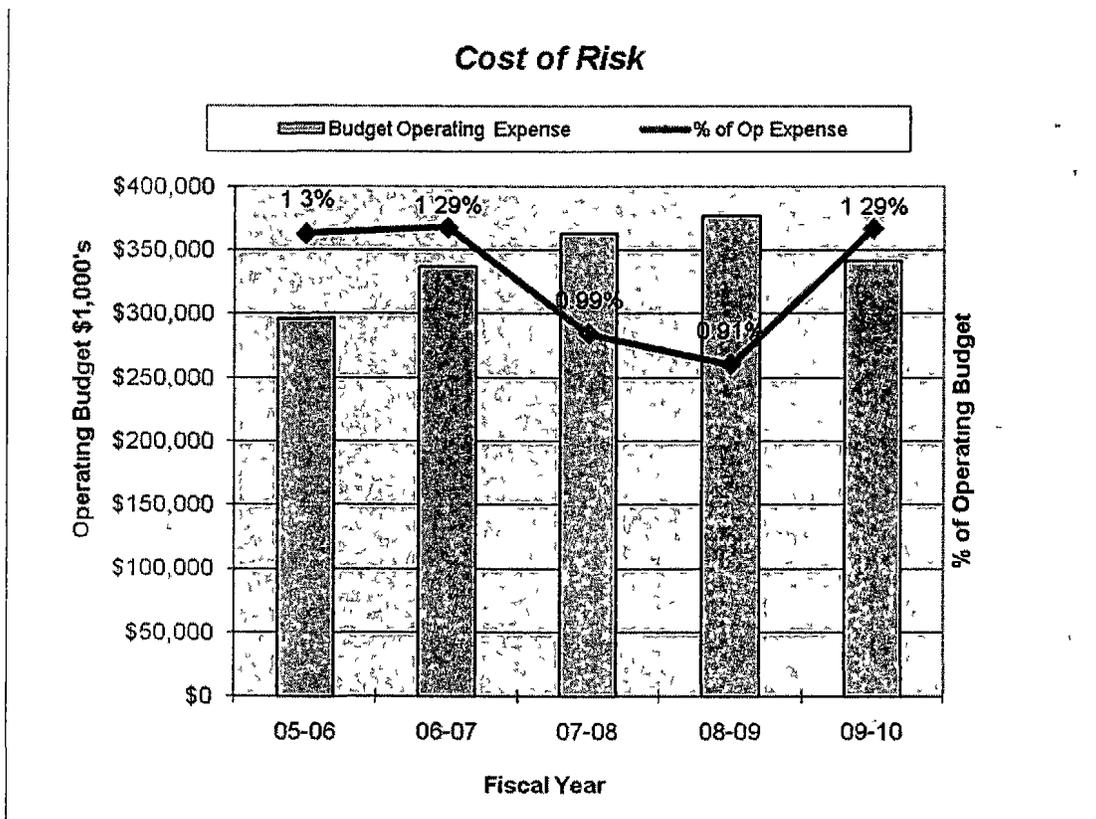
Attachment

Cc Horatio Skeete, Interim Assistant City Manager
Alma Carmicle, Human Resources & Risk Management Director



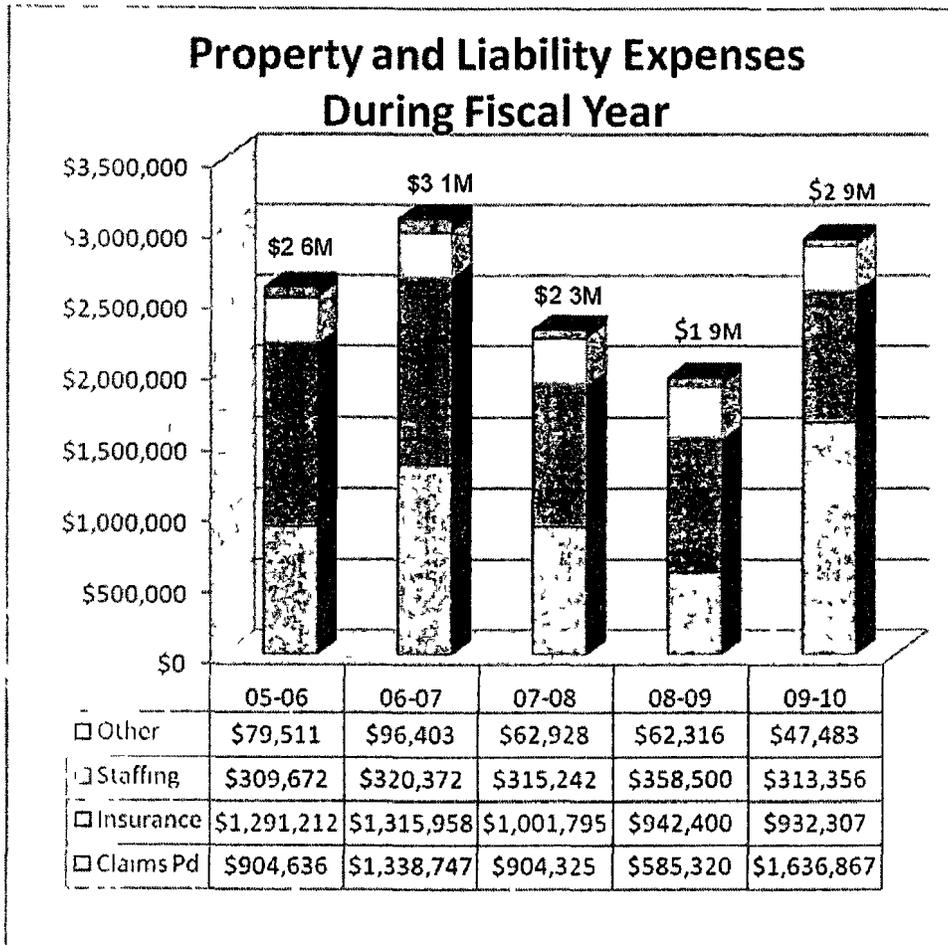
Human Resources & Risk Management

Executive Summary Risk Management and Workers' Compensation Trust Funds Fiscal Year-End 2010 Report



The Cost of Risk for FY2010 was 1.29%. This was a 42% increase compared to FY2009. This increase was the result of a large increase in Liability Claim settlements. Cost of Risk includes payment of claims (including legal fees), excess insurance costs and all division administrative expenses including safety and loss control.

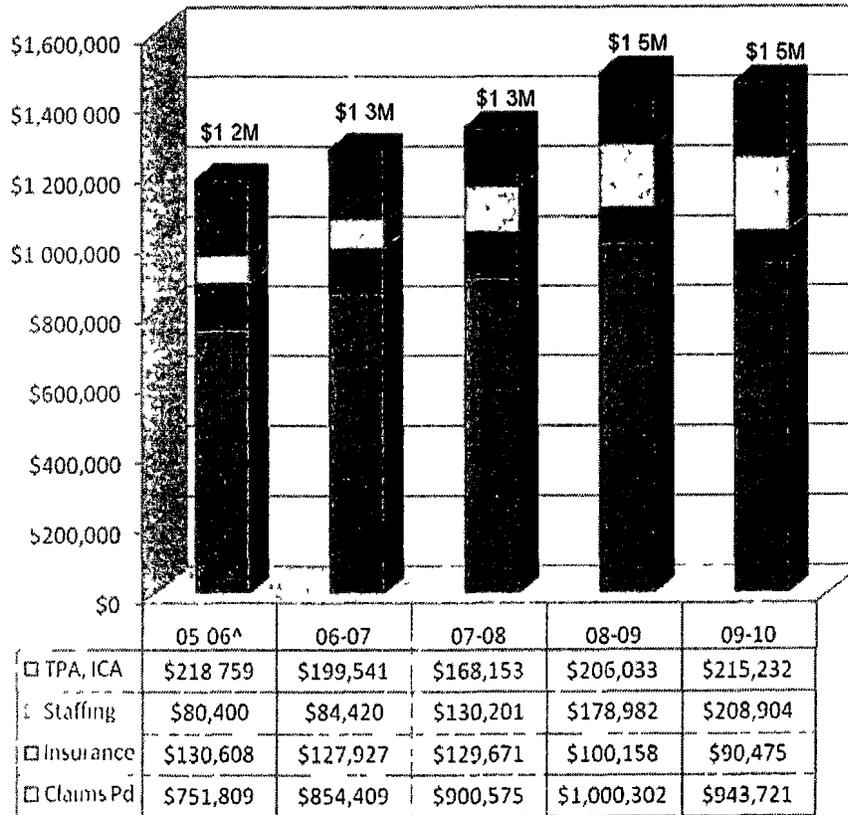
Property and Liability



Our staffing costs have been reduced over \$45k as the result of the Loss Control Supervisor position being closed. Liability claim payments had a large increase in FY09-10 as the result of two large claim settlements of \$300k and \$500k respectively. Excess insurance costs were down \$10k. The category "Other" represents everything in the Risk Management Division Budget spending except salaries. Despite a higher claims year the Risk Management Trust Fund balance for FY09-10 year end was funded over the 90% confidence level.

Workers' Compensation

Workers' Compensation Expenses During Fiscal Year



[^]\$300k loss reimb

Third Party Administrator (TPA) and Industrial Commission of Arizona (ICA) charges were up slightly in FY09-10. Insurance costs have decreased about 10% largely because the deductible was raised from \$500k to \$600k. Staffing costs were up about \$30K based on the restructuring of the Risk Management Division. Claim costs were down almost 6% compared to FY08-09. Overall FY09-10 was over \$27k less than FY08-09. Because of the city's budget challenges the Workers' Compensation Trust did not receive its budgeted \$985,944 from department premiums. This caused the Workers' Compensation Trust FY 09-10 end balance to fall below the recommended 55% discounted confidence level. The Risk Management Trust Board voted to transfer enough funds in FY10-11 from the Risk Management Trust Fund to the Workers' Compensation Trust to bring the fund up to a 70% confidence level for the estimated FY10-11 end balance. The amount of this transfer worked out to be \$450k.

Loss Prevention and Safety

- Developed five new safety programs and completed over 1578 individual safety training on 14 different safety topics
- Expanded intranet based safety resources and safety training
- Trained 435 employees in Defensive Driving classes
- Initiated and began training of supervisors in Job Hazard Analysis and Accident Investigation
- Completed Fall Protection Safety Inspections of 91 city buildings and submitted report findings
- Random drug and alcohol testing for non-CDL Safety Sensitive positions was switched to the city nurse which saved the city approximately **\$6000** by not having to pay an outside vendor
- Hearing tests for all departments (except Police) were performed by the city nurse at the Glendale Regional Public Safety Health Center which saved those departments approximately **\$3200** versus paying an outside vendor



Human Resources & Risk Management Memorandum

To Mayor and City Council

From Andrew Jennings, Risk Manager

Date June 26, 2012

Topic Trust Fund Status Report to City Council

Sec 2-204 of the City Code (Risk Management and Workers' Compensation Trust Funds) requires the trustees to annually submit a report to the city council

Attached is an executive summary of the report provided to the trustees at their annual meeting held in June 2011

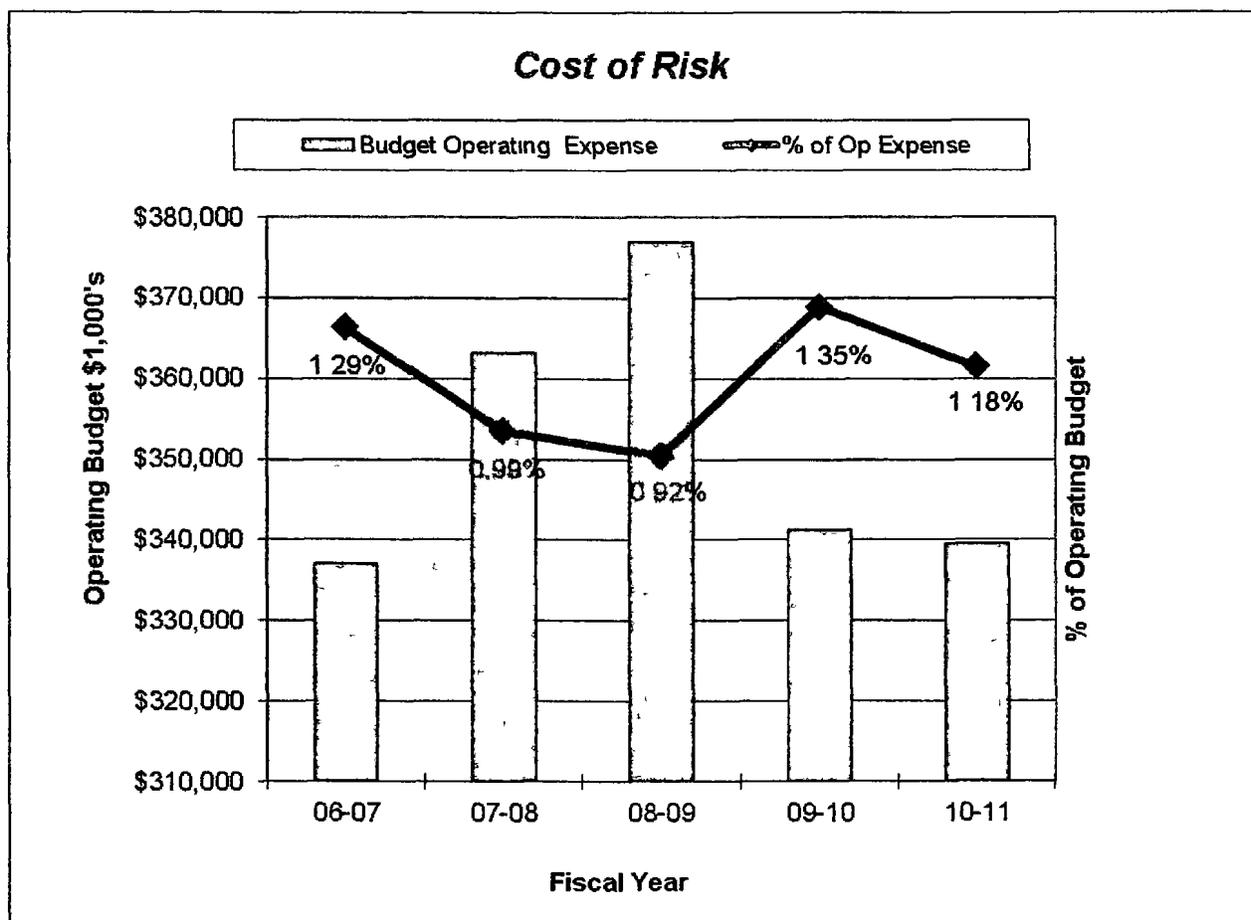
Attachment

Cc Horatio Skeete, Interim City Manager
Jim Brown, Acting Human Resources & Risk Management Director



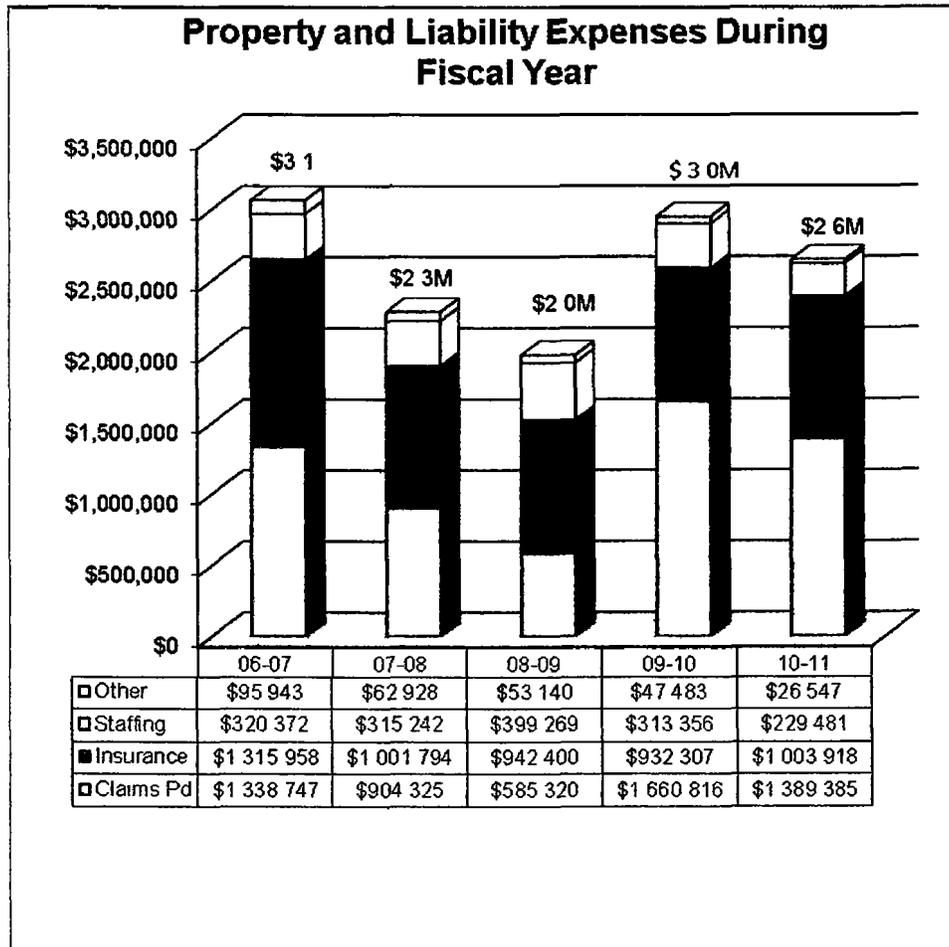
Human Resources & Risk Management

Executive Summary Risk Management and Workers' Compensation Trust Funds Fiscal Year-End 2011 Report



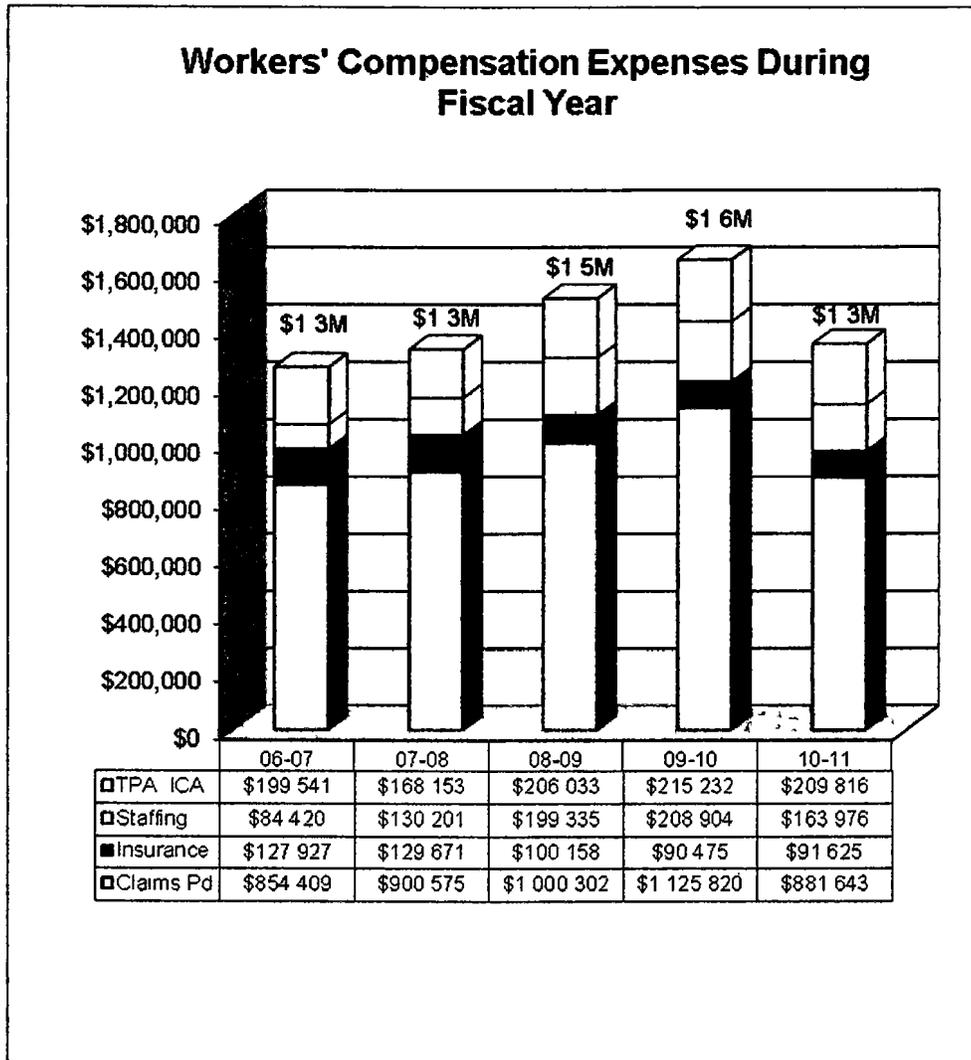
The Cost of Risk for FY2011 was 1.18%. This was a 12.6% decrease compared to FY2010. This decrease was the result of decrease in both Liability and Workers' Compensation claim settlements. The Cost of Risk includes payment of claims (including legal fees), excess insurance costs and all division administrative expenses including safety and loss control.

Property and Liability



Our staffing costs have been reduced over \$83k largely as the result of the Occupational Health Nurse retiring and her position being closed. Liability claim payments decreased over \$271k since FY09-10. Excess insurance costs were up about 7.7%. The category "Other" represents everything in the Risk Management Division Budget spending except salaries. The Risk Management Trust Fund balance for FY10-11 year end was funded over the 70% confidence level.

Workers' Compensation



Third Party Administrator (TPA) and Industrial Commission of Arizona (ICA) charges were down slightly in FY10-11 Insurance costs have increased slightly since FY09-10 Staffing costs were down almost \$45K. Claim costs were down almost 21.7% compared to FY09-10 Overall FY10-11 was over \$293k less than FY09-10. The Risk Management Trust Board voted to transfer enough funds in FY10-11 from the Risk Management Trust Fund to the Workers' Compensation Trust Fund to bring the fund up to a 70% confidence level for the FY10-11 end balance The amount of this transfer worked out to be an additional \$1 million

Loss Prevention, Safety, and Occupational Health

- Reviewed and updated five safety programs focusing on OSHA compliance
- Expanded the training of supervisors in Accident Investigation
- Trained 464 employees in Defensive Driving classes.
- Completed 1283 individual safety training events in 2010 on 13 different safety topics.
- Performed ergonomic assessments of employee work stations.
- Performed safety inspections and issued findings for Parks and Recreation facilities
- The Glendale Regional Occupational Health Center became our main clinic for all city occupational injuries effective 1/3/2011.

ATTACHMENT E



Business-Voting Agenda

01/24/2012

TO: Honorable Mayor and City Council

FROM: Ed Beasley, City Manager

PRESENTED BY: Sherry M. Schurhammer, Executive Director, Financial Services

SUBJECT: **FISCAL YEAR 2010-11 BUDGET AMENDMENTS**

Purpose

This is a request for City Council to adopt an ordinance approving the FY 2010-11 budget amendments. This action is routinely done after the Comprehensive Annual Financial Report for the prior fiscal year is completed.

Council Strategic Goals or Key Objectives Addressed

Review of the FY 2010-11 budget amendments is consistent with Council's goal of one community that is fiscally sound by supporting the city's financial stability.

Background

A budget amendment is a transfer of appropriation authority and most amendments are done to reconcile the prior fiscal year's actual savings with requested carryover. Overall, the City of Glendale's total FY 2010-11 budget appropriation across all funds is unchanged. Council is requested to adopt an ordinance approving the amendments to the prior fiscal year budget as a final action.

Most of the budget amendments are associated with capital projects. During the course of FY 2010-11, capital project carryover was reconciled to actual savings from the prior fiscal year. When departments prepared their FY 2010-11 capital project budgets, they estimated their amount of carryover savings. The Management and Budget Department subsequently reconciled each department's actual savings from the prior fiscal year with their estimated carryover budget for FY 2010-11 and then increased or decreased their budgets accordingly.

Previous Council/Staff Actions

This type of action is done after the annual audit for the prior fiscal year is completed. For example, Council approved a similar ordinance for FY 2009-10 on February 22, 2011.

Budget Impacts & Costs

Overall, the City of Glendale's total FY 2010-11 budget appropriation across all funds remain unchanged.

Recommendation

Waive reading beyond the title and adopt an ordinance approving the FY 2010-11 budget amendments



Ed Beasley
City Manager



Attachment Memorandum

DATE: 01/24/2012

TO: Ed Beasley, City Manager

FROM: Sherry M. Schurhammer, Executive Director, Financial Services

SUBJECT: FISCAL YEAR 2010-11 BUDGET AMENDMENTS

1. Ordinance

ORDINANCE NO. 2800 NEW SERIES

AN ORDINANCE OF THE COUNCIL OF THE CITY OF
GLENDALE, MARICOPA COUNTY, ARIZONA, AUTHORI-
ZING THE TRANSFER OF APPROPRIATION
AUTHORIZATION BETWEEN BUDGET ITEMS IN THE
ADOPTED FISCAL YEAR 2010-11 BUDGET

WHEREAS, Glendale City Charter, Article VI, Sec. 11, authorizes the City Council, by ordinance, to transfer any unencumbered appropriation balance or portion thereof from one office, department or agency to another.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF GLENDALE as follows

SECTION 1. That the following transfers of appropriation authorization in the adopted Fiscal Year 2010-11 budget are hereby authorized:

[See Exhibit A attached hereto and
incorporated herein by reference.]

PASSED, ADOPTED AND APPROVED by the Mayor and Council of the City of Glendale, Maricopa County, Arizona, this ____ day of _____, 2012.

MAYOR

ATTEST

City Clerk (SEAL)

APPROVED AS TO FORM:

City Attorney

REVIEWED BY

City Manager

Exhibit A - FY 2010-11 Inter-Fund Transfers for Council Approval

Line	Type of Transfer	Date	Fund	Rollup	Obj	Transfer From: Division Description	Acct	Amount	Fund	Rollup	Obj	Transfer To: Division Description	Acct
1	CIP Approp Transfer	08/1/2010	1600	805	91028	Fund 1600 CIP Reserve	510200	72,655	1500	800	74751	Library Books - Pop Growth	560300
2	CIP Approp Transfer	07/26/2010	2080	805	91001	Fund 2080 CIP Reserve	510200	2,536	1000	800	81055	Sales Tax System	503400
3	CIP Approp Transfer	07/26/2010	2080	805	91001	Fund 2080 CIP Reserve	510200	594	1000	800	81055	Sales Tax System	505400
4	CIP Approp Transfer	07/26/2010	2080	805	91001	Fund 2080 CIP Reserve	510200	43,651	1000	800	81055	Sales Tax System	500400
5	CIP Approp Transfer	07/26/2010	2080	805	91001	Fund 2080 CIP Reserve	510200	112	1000	800	81055	Sales Tax System	511400
6	CIP Approp Transfer	07/26/2010	2080	805	91001	Fund 2080 CIP Reserve	510200	159,579	1000	800	81055	Sales Tax System	522700
7	CIP Approp Transfer	07/26/2010	2080	805	91001	Fund 2080 CIP Reserve	510200	133,199	1000	800	81055	Sales Tax System	528800
8	CIP Approp Transfer	07/26/2010	2080	805	91001	Fund 2080 CIP Reserve	510200	49,801	1000	800	81056	Fire Suppression System	551200
9	CIP Approp Transfer	07/26/2010	2080	805	91001	Fund 2080 CIP Reserve	510200	18,245	1000	800	81055	Sales Tax System	550800
10	CIP Approp Transfer	07/26/2010	2080	805	91001	Fund 2080 CIP Reserve	510200	4,452	1000	800	81055	Sales Tax System	604000
11	CIP Approp Transfer	08/1/2010	2080	805	91001	Fund 2080 CIP Reserve	510200	248,441	2080	800	70520	Sahuaro Ranch Park Improv	550300
12	CIP Approp Transfer	08/1/2010	2080	805	91001	Fund 2080 CIP Reserve	510200	32,000	2480	800	78003	Sideloar Refuse Trucks - 17830	550300
13	CIP Approp Transfer	08/1/2010	2120	805	91021	Fund 2120 CIP Reserve	510200	5,600	1000	800	81059	Time, Labor, Payroll & Reports	518200
14	CIP Approp Transfer	11/22/2010	2120	805	91021	Fund 2120 CIP Reserve	510200	1	1000	800	81057	Repayment to State Aviation	560400
15	CIP Approp Transfer	07/26/2010	2130	805	91000	Fund 2130 CIP Reserve	510200	12,219	2080	800	70520	Sahuaro Ranch Park Improv	550300
16	CIP Approp Transfer	07/26/2010	2140	805	91000	Fund 2140 CIP Reserve	510200	139,661	2080	800	70520	Sahuaro Ranch Park Improv	550300
17	CIP Approp Transfer	08/1/2010	2180	805	91009	Fund 2180 CIP Reserve	510200	5,000	2040	800	75034	Engine & Ladder Replacement	550300
18	CIP Approp Transfer	08/1/2010	2180	805	91009	Fund 2180 CIP Reserve	510200	46,996	2040	800	75035	Fire Ladder Truck & Tender	550300
19	CIP Approp Transfer	08/1/2010	2180	805	91009	Fund 2180 CIP Reserve	510200	266,326	2040	800	70006	Sahuaro Ranch Park Improv.	550300
20	CIP Approp Transfer	08/1/2010	2180	805	91009	Fund 2180 CIP Reserve	510200	138,690	2140	800	60000	Utility Billing System Repl	550300
21	CIP Approp Transfer	07/26/2010	2180	805	91009	Fund 2180 CIP Reserve	510200	174,177	2360	800	60002	Addtl Recharge Capacity	550300
22	CIP Approp Transfer	07/26/2010	2180	805	91009	Fund 2180 CIP Reserve	510200	11,894	800	800	60007	Arnyhd Wfr Reclaim Fac Imps	550300
23	CIP Approp Transfer	07/26/2010	2180	805	91009	Fund 2180 CIP Reserve	510200	146,407	2360	800	60008	WAWRF Phase IV	550300
24	CIP Approp Transfer	07/26/2010	2180	805	91009	Fund 2180 CIP Reserve	510200	49,826	2360	800	81036	Z14 Groundwater Treatment Plant	550300
25	CIP Approp Transfer	07/26/2010	2180	805	91009	Fund 2180 CIP Reserve	510200	4,122,591	2400	800	63016	Sewer Line Replacement	550300
26	CIP Approp Transfer	07/26/2010	2180	805	91009	Fund 2180 CIP Reserve	510200	96,666	2420	800	78519	Landfill Entrance Signal	550300
27	CIP Approp Transfer	07/26/2010	2180	805	91009	Fund 2180 CIP Reserve	510200	3,747	2440	800	67530	Fiber & Conduit - DNS	518200
28	CIP Approp Transfer	04/04/2011	2210	805	91017	Fund 2210 CIP Reserve	510200	49,404	1650	800	67531	Fiber & Conduit for ITS	518200
29	CIP Approp Transfer	04/04/2011	2210	805	91017	Fund 2210 CIP Reserve	510200	150,000	1650	800	67536	FTA AZ-90-X103 Grant	521000
30	CIP Approp Transfer	04/14/2011	2210	805	91017	Fund 2210 CIP Reserve	510200	10,000	1650	800	67536	FTA AZ-90-X103 Grant	532400
31	CIP Approp Transfer	04/14/2011	2210	805	91017	Fund 2210 CIP Reserve	510200	314,896	1650	800	67536	FTA AZ-90-X103 Grant	551400
32	CIP Approp Transfer	04/14/2011	2210	805	91017	Fund 2210 CIP Reserve	510200	247,013	1650	800	67537	FTA X006 Pdedesign ArrowheadTC	551200
33	CIP Approp Transfer	04/14/2011	2210	805	91017	Fund 2210 CIP Reserve	510200	635,866	1650	800	67538	FTA 0203 Design ArrowheadTC	551200
34	CIP Approp Transfer	04/14/2011	2210	805	91017	Fund 2210 CIP Reserve	510200	840,366	1650	800	68120	Promenade Parking/Tenant Imps	551200
35	CIP Approp Transfer	03/18/2011	2210	805	91017	Fund 2210 CIP Reserve	510200	121,730	1980	800	68120	Promenade Parking/Tenant Imps	551200
36	CIP Approp Transfer	03/18/2011	2210	805	91017	Fund 2210 CIP Reserve	510200	650,858	1980	800	68120	Promenade Parking/Tenant Imps	550800
37	CIP Approp Transfer	03/18/2011	2210	805	91017	Fund 2210 CIP Reserve	510200	32,152	1980	800	68120	Promenade Parking/Tenant Imps	551000
38	CIP Approp Transfer	03/18/2011	2210	805	91017	Fund 2210 CIP Reserve	510200	6,319	1980	800	68120	Promenade Parking/Tenant Imps	552400
39	CIP Approp Transfer	03/18/2011	2210	805	91017	Fund 2210 CIP Reserve	510200	1,400	1980	800	68120	Promenade Parking/Tenant Imps	552600
40	CIP Approp Transfer	03/18/2011	2210	805	91017	Fund 2210 CIP Reserve	510200	12,716	1980	800	68120	Promenade Parking/Tenant Imps	551200
41	CIP Approp Transfer	01/10/2011	2400	805	91015	Fund 2400 CIP Reserve	510200	165,000	2480	800	78007	NR System - Sanitation	513600
42	Other Approp Transfer	various	1000	244	1801	Fund 1000 Non-Dept	513600	428,228	1340	632	16920	Street Light Management	551200
43	Other Approp Transfer	08/30/2011	1000	155	10890	Convention/Medical/Parking	513400	7,964	1740	431	11710	Civic Center	500200
44	Other Approp Transfer	04/13/2011	1140	231	11530	Technology Replacement	551400	100,000	1120	620	13610	Equipment Replacement	551400
45	Other Approp Transfer	various	1281	331	12515	Fire - Fiesta Bowl Event	various	45,831	1283	331	12485	CBRanch - Fire Event Staffing	various
46	Other Approp Transfer	12/09/2010	1282	312	12190	Arena-PD Event Staffing	500600	276,000	1281	312	12355	PD - BCS Event	various

Exhibit A - FY 2010-11 Inter-Fund Transfers for Council Approval

Line	Type of Transfer	Date	Transfer From			Transfer To		
			Fund	Rollup	WDV	Fund	Rollup	WDV
47	Other Approp Transfer	08/30/2011	1320	441	31001	1830	441	31904
48	Other Approp Transfer	06/30/2011	1320	441	31001	1830	441	31902
49	Other Approp Transfer	various	1340	632	various	1760	633	16410
50	Other Approp Transfer	10/15/2010	1650	800	67505	1660	632	16550
51	Other Approp Transfer	07/08/2010	1660	632	16510	1000	220	11210
52	Other Approp Transfer	04/18/2011	1840	470	34001	1311	441	30910
53	Other Approp Transfer	05/02/2011	1840	331	34001	1720	331	12610
54	Other Approp Transfer	various	1840	470	32118	1820	171	various
55	Other Approp Transfer	various	1840	470	32118	1842	171	various
56	Other Approp Transfer	various	1840	312	33021	1860	312	32030
57	Other Approp Transfer	04/18/2011	1840	470	32118	1870	154	various
58	Other Approp Transfer	06/30/2011	1840	470	32118	1880	421	14890
59	Other Approp Transfer	06/14/2011	1840	470	32118	1885	421	13140
60	Other Approp Transfer	06/24/2011	1840	470	32118	1885	421	13190
61	Other Approp Transfer	10/01/2010	1842	470	various	1885	421	13190
62	Other Approp Transfer	06/28/2011	1885	421	13190	1880	421	14830
63	Other Approp Transfer	01/10/2011	1980	222	89807	2000	222	89807
64	Other Approp Transfer	01/10/2011	2000	222	89807	2000	222	89807
65	Other Approp Transfer	01/10/2011	2000	222	89807	2040	222	89806
66	Other Approp Transfer	01/10/2011	2000	222	89807	2180	222	89808
67	Other Approp Transfer	01/10/2011	2000	222	89807	2210	222	89813
68	Other Approp Transfer	01/10/2011	2000	222	89807	2000	222	89807
69	Other Approp Transfer	01/10/2011	2080	222	89814	2000	222	89807
70	Other Approp Transfer	01/10/2011	2100	222	89815	2000	222	89807
71	Other Approp Transfer	various	2210	805	91017	540	540	16025
72	Other Approp Transfer	06/30/2011	2210	805	91017	1970	900	89991
73	Other Approp Transfer	07/08/2010	2360	641	17110	1000	220	11210
74	Other Approp Transfer	07/08/2010	2440	620	17710	1800	220	11210
75	Other Approp Transfer	03/02/2011	2440	620	17750	2420	641	17699
76	Other Approp Transfer	12/14/2010	2480	620	17840	1340	620	16730
77	Other Approp Transfer	03/02/2011	2480	620	17830	2420	641	17699
78	Other Approp Transfer	various	1000	1000	01000	2080	2080	02580
79	Other Approp Transfer	04/20/2011	1010	1010	01010	2500	2500	02580
80	Other Approp Transfer	07/01/2010	1680	1880	01880	1000	1000	01000
81	Other Approp Transfer	04/20/2011	1880	1880	01880	1000	1000	01000
82	Other Approp Transfer	various	2360	2360	02360	1000	1000	01000
83	Other Approp Transfer	1/12/2010	2480	2480	02480	1340	1340	01340
84	Other Approp Transfer	04/05/2011	2536	2536	02536	1940	1940	01840
85	Other Approp Transfer	08/09/2011	2540	2540	02540	2560	2560	02560
86	Other Approp Transfer							



**MINUTES OF THE
GLENDALE CITY COUNCIL MEETING
Council Chambers
5850 West Glendale Avenue
January 24, 2012
7:00 p.m.**

The meeting was called to order by Mayor Elaine M Scruggs, with Vice Mayor Steven E Frate and the following Councilmembers present Norma S Alvarez, Joyce V Clark, Yvonne J Knaack, H Philip Lieberman and Manuel D Martinez

Also present were Ed Beasley, City Manager, Horatio Skeete, Assistant City Manager, Craig Tindall, City Attorney, and Pamela Hanna, City Clerk

The Mayor led the audience in the Pledge of Allegiance and offered time for a moment of reflection

COMPLIANCE WITH ARTICLE VII, SECTION 6(c) OF THE GLENDALE CHARTER

A statement was filed by the City Clerk that the 4 resolutions and 4 ordinances to be considered at the meeting were available for public examination and the title posted at City Hall more than 72 hours in advance of the meeting

APPROVAL OF THE MINUTES OF THE JANUARY 10, 2012 CITY COUNCIL MEETING

It was moved by Clark, and seconded by Lieberman, to dispense with the reading of the minutes of the January 10, 2012 Regular City Council meeting, as each member of the Council had been provided copies in advance, and approve them as written. The motion carried unanimously.

BOARDS, COMMISSIONS AND OTHER BODIES

BOARDS, COMMISSIONS AND OTHER BODIES

Councilmember Joyce Clark presented this item

This is a request for City Council to approve the recommended appointments to the following boards, commissions and other bodies that have a vacancy or expired term and for the Mayor to administer the Oath of Office to those appointees in attendance

It was moved by Frate, and seconded by Martinez, to approve Ordinance No. 2799 New Series. Motion carried on a roll call vote, with the following Councilmembers voting “aye”: Alvarez, Clark, Lieberman, Knaack, Martinez, Frate, and Scruggs. Members voting “nay”: none.

10 FISCAL YEAR 2010-11 BUDGET AMENDMENTS

Sherry M Schurhammer, Executive Director, Financial Services, presented this item

This is a request for City Council to adopt an ordinance approving the FY 2010-11 budget amendments. This action is routinely done after the Comprehensive Annual Financial Report for the prior fiscal year is completed.

Review of the FY 2010-11 budget amendments is consistent with Council’s goal of one community that is fiscally sound by supporting the city’s financial stability.

A budget amendment is a transfer of appropriation authority and most amendments are done to reconcile the prior fiscal year’s actual savings with requested carryover. Overall, the City of Glendale’s total FY 2010-11 budget appropriation across all funds is unchanged. Council is requested to adopt an ordinance approving the amendments to the prior fiscal year budget as a final action.

Most of the budget amendments are associated with capital projects. During the course of FY 2010-11, capital project carryover was reconciled to actual savings from the prior fiscal year. When departments prepared their FY 2010-11 capital project budgets, they estimated their amount of carryover savings. The Management and Budget Department subsequently reconciled each department’s actual savings from the prior fiscal year with their estimated carryover budget for FY 2010-11 and then increased or decreased their budgets accordingly.

This type of action is done after the annual audit for the prior fiscal year is completed. For example, Council approved a similar ordinance for FY 2009-10 on February 22, 2011.

Overall, the City of Glendale’s total FY 2010-11 budget appropriations across all funds remain unchanged.

The recommendation is to waive reading beyond the title and adopt an ordinance approving the FY 2010-11 budget amendments.

Councilmember Clark asked for clarification on why a transfer would come from the CIP reserve account. Sherry M Schurhammer, Executive Director, Financial Services, explained that capital projects typically take several years to completely spend the funds so it is common for them to have carryover from FY to FY. Once the fiscal year ends and all expenditures are posted, staff will reconcile the differences between the estimated carry over that departments provided the previous spring and the actual amount of savings. She explained that usually the estimated carryover amount is more than the actual savings, therefore as part of the reconciliation budget

staff will remove that excess appropriation authority so the capital projects spend only the funds that are available for each specific project. She noted that was how they end up with a CIP reserve account. She also explained that the sales tax system is considered a capital project because it cost more than \$50,000 and is expected to have a useful life of at least 5 years. She remarked that the city has been capitalizing technology projects like this one for many years and is a common practice in business as well as government.

Councilmember Clark asked for clarification on item 63 (in Exhibit A of the ordinance) concerning advisor fees. Ms. Schurhammer explained that the city, through a competitively bid contract, hires an outside firm to manage its cash investments. She said the investment earnings for each fund is attributed to the appropriate fund. Therefore the cost of paying the investment firm is also attributed to the appropriate fund. She said the city pays an investment firm just like a person would pay a firm to invest his or her savings.

Councilmember Clark had a question on item 71 regarding the business development account. Ms. Schurhammer explained the business development account was established to handle expenses related to potential business opportunities. The expenses are primarily outside legal fees and some consultant expenses related to contract negotiations and other issues. Councilmember Clark noted the amount was rather large, totaling \$2.7 million.

Councilmember Clark had a question on item 81 concerning transportation sales tax transferring to the general fund. Ms. Schurhammer explained this row refers to a transfer of appropriation authority. Councilmember Clark asked if the expense within the general fund was within the parameters set by the voter-approved transportation sales tax. Ms. Schurhammer replied yes. Councilmember Clark asked to have information on what that appropriation authority transfer was for. Ms. Schurhammer agreed.

Councilmember Alvarez asked for clarification on item 86 concerning a transfer of appropriation authority to the workers compensation trust fund. Ms. Schurhammer explained that when the budget staff sets the premiums every year for the workers compensation fund and the risk management fund, those premiums are based on the prior FY's actual claims. Sometimes, claims activity in the new FY differs significantly from the prior year history so it is necessary to transfer monies between the two funds. She noted that this transfer was cleared in advance through the trust board that manages each trust fund. Councilmember Alvarez inquired if this meant that the self insurance [Risk Management Fund] fund lost this money and will not be getting it back. Ms. Schurhammer explained that the transfers between these two funds have occurred in the past and were done with the prior approval of the respective trust boards.

Councilmember Alvarez also questioned the advisor fees and asked for clarification. Ms. Schurhammer noted those fees were for the outside firm the city hires through a competitive bid process to handle the city's cash investments. Councilmember Alvarez noted she may have to sit down with Ms. Schurhammer to understand this better.

Councilmember Lieberman asked to discuss item number 71 again. He asked if this was associated with the VIP program. Ms. Schurhammer replied no. She explained that this account was set up to capture the costs associated with potential business opportunities. Councilmember

Lieberman asked what kind of business opportunities these were. He added he did not remember putting \$3 million into this account when they discussed the budget. Ms. Schurhammer stated that this account covered outside legal fees and some consultant fees associated with pursuing potential business opportunities. Councilmember Lieberman asked if this money was going to the legal department. Ms. Schurhammer replied no. She explained this account was originally set up in the economic development department because it was established to handle expenses related to potential business opportunities. She noted that it does handle fees paid to outside legal firms that are hired to assist the city with potential business opportunities.

Councilmember Lieberman asked what outside legal fees. Mr. Tindall, City Attorney noted some of those legal fees dealt with the Coyotes and the Tohono O'odham issues. He stated that was the bulk of the legal and consultant fees that were processed. Councilmember Lieberman remarked these fees should have come from the City's Attorney's Office. Mr. Tindall explained how the account was set up some time ago to handle economic development opportunities and later divided up to also handle legal fees. However, the actual name just carried over through the years. Councilmember Lieberman stated last year there was a transfer of \$3 million into the attorney's office, however, he does not see any transfer in that amount. He believes this fund was being misallocated publicly as well as not being done in a budget period. He remarked he did not like the way this was being handled and wonders why they even have budget meetings when staff was going to transfer into an account \$3 million.

Councilmember Lieberman noted he was also confused by item 78. Ms. Schurhammer explained item 78 referred specifically to the transfer of appropriation authority to the government facilities bond account for the purchase and implementation of the new sales tax system. Councilmember Lieberman reiterated his belief that the Council was not aware of all the budget transfers and decisions staff was making.

Ms. Schurhammer stated that she would like to clarify some of the transfers brought up by Councilmember Lieberman. First, she stated that the transfers Councilman Lieberman mentioned were transfers of appropriation authority. She also stated that the transfer of appropriation authority for the Business Development account was not for the City Attorney's Office. She further explained that many of the outside legal bills that were paid out of this account were related to issues discussed with City Council during Executive Session.

She also explained the \$4 million item related to the ground water treatment plant was a Capital Improvement Project (CIP) reconciliation item. She noted that budget staff sets up extra appropriation authority for grants that could come in throughout the course of the year. She stated the appropriation authority was controlled within the budget office to make sure grant funds are available before they provide additional appropriation authority to anyone.

Mayor Scruggs asked Ms. Schurhammer to begin again adding that the Council had trouble with the item last year as well. She continued that the terminology is very familiar if someone works in financial services, but it is confusing otherwise. Mayor Scruggs asked that Ms. Schurhammer explain adding that she believed the most important thing is that the city was not spending money that night, continuing that the city is reconciling its books for actions that were taken between July 1, 2010 and June 30, 2011. Mayor Scruggs asked if that was correct.

Ms Schurhammer replied yes

Mayor Scruggs said the actions that were taken between July 1, 2010 and June 30, 2011 were actions that were given by the Council in approval of our budget

Ms Schurhammer stated she was correct and added that the city had not exceeded the total appropriation that City Council approved as part of the budget adoption process for the prior fiscal year

Mayor Scruggs said she was going to ask Ms Schurhammer to explain it in laymen's terms, that Council would not be spending new money, but explain what appropriation means and how it has to be put in the right place to match the actions. In other words, the fire truck the Council already approved the purchase of, but the action came at a different time, where you needed the appropriations. She commented that she wasn't going to do a good job explaining, so asked Ms Schurhammer to explain

Ms Schurhammer explained that in order to spend money, two things have to be in place, one is appropriation authority, which is simply the authority to spend funds, and two is the actual funds to pay for the expenditure. She noted the city could have the funds, but not the spending authority or the other way around. She stated that only when you have both together and they match, can the city actually spend the funds. The budget amendments relate to moving appropriation authority around to different places. She explained that in the Comprehensive Annual Financial Report (CAFR), the annual document that provides expenditure data for the prior FY, the city did not exceed the appropriation authority that was set up in any fund

Councilmember Lieberman continued to question the amounts of several transfers. He believes in one form or another, this was a transfer of cold cash dollars. Ms Schurhammer stated that he was incorrect. Mr Horatio Skeete, Assistant City Manager, tried to explain that most of the funds for projects were already in their respective funds, however, if they were somehow short, that was where the appropriation authority came in to find the funds in another place. Councilmember Lieberman reiterated that they could not spend an appropriation, therefore they have to be dealing in cash

Councilmember Clark stated she wanted to attempt to explain this in a more simplistic form. She explained that an appropriation was more like permission to spend the money they already have and that's what they were talking about. This was not a fiscal transfer of funds to one department to another but rather a transfer of the permission to spend additional money that department already has

Mayor Scruggs said the Council adopts the budget, we give permission for a maximum amount of money to be spent and we cannot spend more than what we said in the budget. Now, staff does the best job they can in determining where that money will be spent. She continued so when the landfill signal needed another \$3,000 there were other funds out there that weren't using the money for various reasons, the project got slowed down, the project got cancelled, the bills are coming in later so they have the extra permission – they can't use it – so their permission is

transferred over to the landfill so that the money they already have to put the signal in, they can use that money legally to put the signal in. So all we are doing is balancing this out. If this is not approved tonight that doesn't make the signal go away – because she assumes it's already built. So she thought permission was the right word.

Ms Schurhammer stated she was correct.

Councilmember Knaack remarked Council had gone through this last year at length and suggests maybe before next year, that staff sits down with everyone and goes over this. She stated all this has already passed and was done. They were simply balancing the budget for the end of last year.

Councilmember Alvarez remarked she understood the budget process, however, had a problem with spending money from the business economic development fund on legal fees when the city was short in other areas in the community such as library hours and furloughs. She realizes this money has already been spent, but using it for legal fees was something that she could not accept.

Councilmember Clark provided an analogy on how to use the funds and how to balance the appropriation at the end of the year. Mr Skeete and Ms Schurhammer agreed.

Councilmember Lieberman disagreed and still had concerns. He also maintained his belief that they were actually dealing with actual funding.

Councilmember Martinez called for the motion.

Ordinance No. 2800 New Series was read by number and title only, it being AN ORDINANCE OF THE COUNCIL OF THE CITY OF GLENDALE, MARICOPA COUNTY, ARIZONA, AUTHORIZING THE TRANSFER OF APPROPRIATION AUTHORIZATION BETWEEN BUDGET ITEMS IN THE ADOPTED FISCAL YEAR 2010-11 BUDGET.

It was moved by Knaack, and seconded by Frate, to approve Ordinance No. 2800 New Series. Motion carried on a roll call vote, with the following Councilmembers voting “aye”: Clark, Knaack, Martinez, Frate, and Scruggs. Members voting “nay”: Alvarez and Lieberman.

RESOLUTIONS

11 AGREEMENTS FOR INFRASTRUCTURE IMPROVEMENTS ALONG GRAND AVENUE

Jamsheed Mehta, AICP, Executive Director, Transportation Services, presented this item.

ATTACHMENT F



CITY OF GLENDALE
Council Communication

Business-Voting Agenda

05/22/2012

TO: Honorable Mayor and City Council

FROM: Ed Beasley, City Manager

PRESENTED BY: Sherry M. Schurhammer, Executive Director, Financial Services

SUBJECT: **FISCAL YEAR 2011-12 BUDGET AMENDMENTS**

Purpose

This is a request for City Council to adopt an ordinance approving the Fiscal Year (FY) 2011-12 budget amendments

Background

A budget amendment is a transfer of appropriation authority and most amendments are done to reconcile the prior fiscal year's actuals savings with requested carryover. Overall, the City of Glendale's total FY 2011-12 budget appropriation across all funds is unchanged.

Most of the budget amendments are associated with capital projects. During the course of FY 2010-11, capital project carryover was reconciled to actual savings from the prior fiscal year. When departments prepared their FY 2010-11 capital project budgets, they estimated their amount of carryover savings. The Financial Services Department subsequently reconciled each department's actual savings from the prior fiscal year with their estimated carryover budget for FY 2010-11 and then increased or decreased their budgets accordingly.

Other budget amendments are associated with appropriation changes between departments to accommodate actual spending activity. The budget represents a plan for spending and is established several months before the current FY commenced. As actual spending activity occurs, transfers of appropriation authority within and between departments is required to reflect changes to the initial spending plan. The causes of changes to the initial spending plan can be summarized as follows: unexpected expenses arise due to unforeseen circumstances and planned spending does not occur as work plans are modified to address changing circumstances.

Previous Council/Staff Actions

Council approved a similar ordinance for FY 2010-11 on January 24, 2012.

Budget Impacts & Costs

Overall, the City of Glendale's total FY 2011-12 budget appropriation across all funds remain unchanged

Recommendation

Waive reading beyond the title and adopt an ordinance approving the FY 2011-12 budget amendments



Ed Beasley
City Manager



Attachment Memorandum

DATE 05/22/2012

TO. Ed Beasley, City Manager

FROM. Sherry M Schurhammer, Executive Director, Financial Services

SUBJECT. FISCAL YEAR 2011-12 BUDGET AMENDMENTS

1 Ordinance

ORDINANCE NO 2803 NEW SERIES

AN ORDINANCE OF THE COUNCIL OF THE CITY OF
GLENDALE, MARICOPA COUNTY, ARIZONA, AUTHORI-
ZING THE TRANSFER OF APPROPRIATION
AUTHORIZATION BETWEEN BUDGET ITEMS IN THE
ADOPTED FISCAL YEAR 2011-12 BUDGET

WHEREAS, Glendale City Charter, Article VI, Sec 11, authorizes the City Council, by ordinance, to transfer any unencumbered appropriation balance or portion thereof from one office, department or agency to another

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
GLENDALE as follows.

SECTION 1 That the following transfers of appropriation authorization in the adopted Fiscal Year 2011-12 budget are hereby authorized.

[See Exhibit A attached hereto and
incorporated herein by reference]

PASSED, ADOPTED AND APPROVED by the Mayor and Council of the City of
Glendale, Maricopa County, Arizona, this ____ day of _____, 2012

MAYOR

ATTEST:

City Clerk (SEAL)

APPROVED AS TO FORM:

City Attorney

REVIEWED BY:

City Manager

FY 2011-12 CleanUp Ordinance - Exhibit A

Line	Type of Transfer	Date	Transfer From				Amount	Transfer To					
			Fund	Rollup	Div	Division Description		Acct	Fund	Rollup	Div	Division Description	Acct
1	CIP Transfer	08/03/2011	1000	800	81013	Bldg Maintenance Reserve	551000	50,000	1000	805	91012	Fund 1000 CIP Reserve	510200
2	CIP Transfer	08/03/2011	1000	800	81057	Repayment to State Aviation	550400	702,859	1000	805	91012	Fund 1000 CIP Reserve	510200
3	CIP Transfer	08/15/2011	1000	800	81055	Sales Tax System	526800	173,852	1000	805	91012	Fund 1000 CIP Reserve	510200
4	CIP Transfer	03/05/2012	1650	800	67505	CIP Transport Grant Reserve	551000	596,616	1650	800	67541	FTA AZ-90-X109	551400
5	CIP Transfer	03/05/2012	1650	800	67505	CIP Transport Grant Reserve	551000	38,152	1650	800	67539	FTA AZ-95-X009	532400
6	CIP Transfer	03/05/2012	1650	800	67505	CIP Transport Grant Reserve	551000	10,250	1650	800	67540	NE Supplemental Taxi AZ57-X013	518200
7	CIP Transfer	08/15/2011	1650	800	67528	DS Multiuse Path Grand Canal	550300	25,908	1650	805	91020	Fund 1650 CIP Reserve	510200
8	CIP Transfer	08/15/2011	1650	800	67529	FTA Grant X096	550300	5,761	1650	805	91020	Fund 1650 CIP Reserve	510200
9	CIP Transfer	08/15/2011	1650	800	67531	Fiber & Conduit for ITS	550300	1,282	1650	805	91020	Fund 1650 CIP Reserve	510200
10	CIP Transfer	08/15/2011	1650	800	91020	Fund 1650 CIP Reserve	510200	3,121	1650	805	91020	Fund 1650 CIP Reserve	510200
11	CIP Transfer	11/09/2011	1650	805	91020	Fund 1650 CIP Reserve	510200	11,171	1650	800	67530	Fiber & Conduit - DMS	550300
12	CIP Transfer	11/09/2011	1650	805	91020	Fund 1650 CIP Reserve	510200	10,000	1650	800	67534	ITS Strategic Plan	550300
13	CIP Transfer	11/08/2011	1650	805	91020	Fund 1650 CIP Reserve	510200	5,549	1650	800	67527	DS Multiuse Path New River	550300
14	CIP Transfer	11/30/2011	1740	800	84555	Civic Center 10 Yr Restoration	551000	50,000	1283	800	84200	Carnelback Ranch New Reserve	550800
15	CIP Transfer	11/30/2011	1740	800	80012	Bike & Ped/Skunk Creek @BellRd	550300	50,000	1740	805	91013	Fund 1740 CIP Reserve	510200
16	CIP Transfer	08/15/2011	1840	800	91022	Fund 1840 CIP Reserve	510200	472,100	1840	805	91022	Fund 1840 CIP Reserve	510200
17	CIP Transfer	09/16/2011	1840	805	91022	Fund 1840 CIP Reserve	510200	156,937	2060	800	70520	Sahuaro Ranch Park Improv	550300
18	CIP Transfer	11/08/2011	1840	805	91022	Fund 1840 CIP Reserve	510200	198,406	2040	800	75024	800MHz Comm Equip	550300
19	CIP Transfer	11/08/2011	1840	805	91022	Fund 1840 CIP Reserve	510200	33,378	2420	800	63016	Sewer Line Replacement	550300
20	CIP Transfer	11/08/2011	1840	805	91022	Fund 1840 CIP Reserve	510200	4,374	2440	800	78519	Landfill Entrance Signal	550300
21	CIP Transfer	08/15/2011	1980	800	68104	Sheet Beautification	550300	13,746	1980	805	91002	Fund 1980 CIP Reserve	510200
22	CIP Transfer	08/15/2011	1980	800	68117	67th Ave Carnelback to Grand	550300	7,880	1980	805	91002	Fund 1980 CIP Reserve	510200
23	CIP Transfer	08/15/2011	1980	800	68120	Promenade Parking/Tenant Imps	550300	3,320	1980	805	91002	Fund 1980 CIP Reserve	510200
24	CIP Transfer	08/15/2011	1980	800	68102	Petition Lightn Program	550300	496,365	1980	805	91002	Fund 1980 CIP Reserve	510200
25	CIP Transfer	11/08/2011	1980	800	68102	Petition Lightn Program	550300	50,000	1980	800	68121	Street Light Repair	550800
26	CIP Transfer	11/08/2011	1980	805	91002	Fund 1980 CIP Reserve	510200	341,113	1980	800	68120	Promenade Parking/Tenant Imps	550300
27	CIP Transfer	11/08/2011	1980	805	91002	Fund 1980 CIP Reserve	510200	6,102	1980	800	68102	Petition Lightn Program	550300
28	CIP Transfer	02/22/2012	2000	805	91007	Fund 2000 CIP Reserve	510200	2,650	2000	800	68909	67th Ave-Carnelback to Grand	550300
29	CIP Transfer	08/15/2011	2000	800	68909	67th Ave-Carnelback to Grand	550300	169,785	2000	805	91007	Fund 2000 CIP Reserve	510200
30	CIP Transfer	12/23/2011	2000	800	68909	67th Ave-Carnelback to Grand	550300	25,000	2000	800	91007	Fund 2000 CIP Reserve	510200
31	CIP Transfer	12/23/2011	2000	800	75024	800MHz Comm Equip	550300	245,359	2040	805	91006	Fund 2040 CIP Reserve	510200
32	CIP Transfer	08/15/2011	2040	800	75035	Fire Ladder Truck & Tender	550300	646	2040	805	91006	Fund 2040 CIP Reserve	510200
33	CIP Transfer	08/15/2011	2040	800	75035	Fire Ladder Truck & Tender	550300	55,556	2040	805	91006	Fund 2040 CIP Reserve	510200
34	CIP Transfer	08/15/2011	2040	800	75035	Fire Ladder Truck & Tender	550300	212,255	2040	800	75012	Police Digital Comm System	550300
35	CIP Transfer	08/23/2011	2040	800	91006	Fund 2040 CIP Reserve	510200	287,712	2040	800	75012	Police Digital Comm System	550300
36	CIP Transfer	11/08/2011	2040	805	91006	Fund 2040 CIP Reserve	510200	13,849	2040	800	75024	800MHz Comm Equip	550300
37	CIP Transfer	11/08/2011	2040	805	91006	Fund 2040 CIP Reserve	510200	30,000	2060	800	70515	T-Bird Park Improvements	550300
38	CIP Transfer	03/07/2012	2060	805	91005	Fund 2060 CIP Reserve	510200	12,000	2060	800	70515	T-Bird Park Improvements	550300
39	CIP Transfer	03/07/2012	2060	805	91005	Fund 2060 CIP Reserve	510200	13,990	2060	805	91005	Fund 2060 CIP Reserve	510200
40	CIP Transfer	08/15/2011	2060	800	70510	Park Redevelopment	550300	12,134	2060	805	91005	Fund 2060 CIP Reserve	510200
41	CIP Transfer	08/15/2011	2060	800	70512	Facilities Renovation	550300	5	2060	805	91005	Fund 2060 CIP Reserve	510200
42	CIP Transfer	08/15/2011	2060	800	70541	Parks Capital Equipment	550300	8,544	2060	805	91005	Fund 2060 CIP Reserve	510200
43	CIP Transfer	08/15/2011	2060	800	91005	Fund 2060 CIP Reserve	510200	34,673	2060	800	70520	Sahuaro Ranch Park Improv	550300
44	CIP Transfer	09/16/2011	2060	805	91005	Fund 2060 CIP Reserve	550300	95,503	2060	805	91005	Fund 2060 CIP Reserve	510200
45	CIP Transfer	11/08/2011	2060	800	91005	Fund 2060 CIP Reserve	510200	17,265	1500	800	74751	Library Books - Pop Growth	550300
46	CIP Transfer	11/08/2011	2060	805	91005	Fund 2060 CIP Reserve	510200	15,000	1580	800	73704	Thunderbird Park Kiosks	550300
47	CIP Transfer	11/08/2011	2060	805	91005	Fund 2060 CIP Reserve	510200	5,000	2060	800	70542	Parks Master Plan	550300
48	CIP Transfer	11/08/2011	2060	805	91005	Fund 2060 CIP Reserve	510200	2,000	2060	800	70540	Grounds & Facilities Imprvmts	550300
49	CIP Transfer	11/08/2011	2060	805	91005	Fund 2060 CIP Reserve	510200						

FY 2011-12 Cleanup Ordinance - Exhibit A

Line	Type of Transfer	Date	Fund	Rollup	Div	Transfer From:	Acct	Amount	Fund	Rollup	Div	Transfer To:	Acct
50	CIP Transfer	08/15/2011	2080	800	77503	Exterior Closure (Roofing)	550300	616,635	2080	805	91001	Fund 2080 CIP Reserve	510200
51	CIP Transfer	08/15/2011	2080	800	77510	Electrical/Lighting Upgrades	550300	1,365	2080	805	91001	Fund 2080 CIP Reserve	510200
52	CIP Transfer	11/08/2011	2080	800	77503	Exterior Closure (Roofing)	550300	35,405	2080	805	91001	Fund 2080 CIP Reserve	510200
53	CIP Transfer	11/08/2011	2080	805	91001	Fund 2080 CIP Reserve	510200	12,000	2080	800	77514	Civic Ctr Storage Fac Repair	550300
54	CIP Transfer	11/08/2011	2080	805	91001	Fund 2080 CIP Reserve	510200	4,120	2080	800	77513	Sales Tax System	550300
55	CIP Transfer	11/30/2011	2080	800	77514	Civic Ctr Storage Fac Repair	550300	100,000	2080	800	77515	Civic Center 10 Yr Restoration	550800
56	CIP Transfer	08/15/2011	2100	800	84400	Downtown Land Acquisition	550300	280	2100	805	91003	Fund 2100 CIP Reserve	510200
57	CIP Transfer	08/15/2011	2130	800	84307	Myrtle Ave Cul Gateway - Match	550300	857	2130	805	91000	Fund 2130 CIP Reserve	510200
58	CIP Transfer	08/15/2011	2180	800	79000	Bethany Home Outfall Channel	550300	165,369	2180	805	91009	Fund 2180 CIP Reserve	510200
59	CIP Transfer	08/15/2011	2180	800	79006	ACDES Permit	550300	17,047	2180	805	91009	Fund 2180 CIP Reserve	510200
60	CIP Transfer	08/15/2011	2180	800	79010	Storm Water Master Plan	550300	14,675	2180	805	91009	Fund 2180 CIP Reserve	510200
61	CIP Transfer	11/08/2011	2180	800	79000	Bethany Home Outfall Channel	550300	82	2180	805	79008	Northern Drain - 45th to 63rd	550300
62	CIP Transfer	11/08/2011	2180	805	91009	Fund 2180 CIP Reserve	510200	28,731	2180	800	79004	Local Drainage Problems	550300
63	CIP Transfer	11/08/2011	2180	805	91009	Fund 2180 CIP Reserve	510200	2,873	2180	800	79005	Collector Drains	550300
64	CIP Transfer	11/08/2011	2180	805	91009	Fund 2180 CIP Reserve	510200	1,944	2180	800	79005	Collector Drains	550300
65	CIP Transfer	08/15/2011	2210	800	65007	Grand Ave Access Enhancements	550300	1,335,969	2210	805	91017	Fund 2210 CIP Reserve	510200
66	CIP Transfer	08/15/2011	2210	800	65008	Intersection Improvements	550300	190,126	2210	805	91017	Fund 2210 CIP Reserve	510200
67	CIP Transfer	08/15/2011	2210	800	65014	Transit Support Capital	550300	6,023	2210	805	91017	Fund 2210 CIP Reserve	510200
68	CIP Transfer	08/15/2011	2210	800	65016	Northern Ave Super Street	550300	9,000,147	2210	805	91017	Fund 2210 CIP Reserve	510200
69	CIP Transfer	08/15/2011	2210	800	65022	PE & Oversight for Transp Prg	550300	28,934	2210	805	91017	Fund 2210 CIP Reserve	510200
70	CIP Transfer	08/15/2011	2210	800	65030	Multi-Use Pathway Grand Canal	550300	3,000	2210	805	91017	Fund 2210 CIP Reserve	510200
71	CIP Transfer	08/15/2011	2210	800	65072	Expanded Safety Program	550300	29,981	2210	805	91017	Fund 2210 CIP Reserve	510200
72	CIP Transfer	08/15/2011	2210	800	65078	Airport Matching Funds	550300	25,493	2210	805	91017	Fund 2210 CIP Reserve	510200
73	CIP Transfer	08/15/2011	2210	800	65083	Speed Cushions	550300	46,278	2210	805	91017	Fund 2210 CIP Reserve	510200
74	CIP Transfer	08/15/2011	2210	800	65086	51st Avenue HES Projects	550300	71,048	2210	805	91017	Fund 2210 CIP Reserve	510200
75	CIP Transfer	08/15/2011	2210	800	65088	Downtown Alley Improvements	550300	3,603	2210	805	91017	Fund 2210 CIP Reserve	510200
76	CIP Transfer	08/15/2011	2210	800	65089	Pavement Management	550300	51,482	2210	805	91017	Fund 2210 CIP Reserve	510200
77	CIP Transfer	11/08/2011	2210	800	65086	51st Avenue HES Projects	550300	11,266	2210	805	91017	Fund 2210 CIP Reserve	510200
78	CIP Transfer	11/08/2011	2210	805	91017	Fund 2210 CIP Reserve	510200	22,055	2210	800	65090	Loop 303 Landscape & Design	550300
79	CIP Transfer	11/08/2011	2210	805	91017	Fund 2210 CIP Reserve	510200	14,200	2210	800	65005	Smart Traffic Signals	550300
80	CIP Transfer	11/08/2011	2210	805	91017	Fund 2210 CIP Reserve	510200	2,776	2210	800	65054	63rd Ave @ Loop 101 Bike Ove	550300
81	CIP Transfer	11/08/2011	2210	805	91017	Fund 2210 CIP Reserve	510200	640	2210	800	65014	Transit Support Capital	550300
82	CIP Transfer	11/08/2011	2210	805	91017	Fund 2210 CIP Reserve	510200	95,852	2210	805	91014	Fund 2360 CIP Reserve	510200
83	CIP Transfer	08/15/2011	2360	800	60007	Arvmd Wtr Reclam Fac Imps	550300	44,033	2360	805	91014	Fund 2360 CIP Reserve	550300
84	CIP Transfer	08/15/2011	2360	800	60008	WAWRF Phase IV	550300	100,000	2360	800	60000	Utility Billing System Repl	550300
85	CIP Transfer	11/08/2011	2360	805	91014	Fund 2360 CIP Reserve	510200	39,885	2420	800	63016	Sewer Line Replacement	550300
86	CIP Transfer	11/08/2011	2360	805	91014	Fund 2360 CIP Reserve	510200	77,675	2400	805	91015	Fund 2400 CIP Reserve	510200
87	CIP Transfer	08/15/2011	2400	800	61003	Oasis Water Campus	550300	22,149	2400	805	91015	Fund 2400 CIP Reserve	510200
88	CIP Transfer	08/15/2011	2400	800	61024	Cholla Water Plant Process Imp	550300	16,805	2400	805	91015	Fund 2400 CIP Reserve	510200
89	CIP Transfer	08/15/2011	2400	800	61027	Water Line Extension	550300	1,550,934	2400	805	91015	Fund 2400 CIP Reserve	510200
90	CIP Transfer	08/15/2011	2400	800	61036	Zr4 Groundwater Ttment Plant	550300	6,359	2400	805	91015	Fund 2400 CIP Reserve	510200
91	CIP Transfer	08/15/2011	2400	800	61003	New River Waterline Crossing	550300	5,936	2400	805	91015	Fund 2400 CIP Reserve	510200
92	CIP Transfer	11/08/2011	2400	800	61003	Oasis Water Campus	550300	793,360	2420	800	63010	91st Ave Construction	550300
93	CIP Transfer	11/08/2011	2400	805	91015	Fund 2400 CIP Reserve	510200	602,417	2420	800	63016	Sewer Line Replacement	550300
94	CIP Transfer	11/08/2011	2400	805	91015	Fund 2400 CIP Reserve	510200	282,023	2400	800	61013	Water Line Replacement	550300
95	CIP Transfer	11/08/2011	2400	805	91015	Fund 2400 CIP Reserve	510200	2,058	2400	800	61023	Water System Security	550300
96	CIP Transfer	08/15/2011	2440	800	78522	LF Water Pull Tractor Replace	550300	626	2440	805	91019	Fund 2440 CIP Reserve	510200
97	CIP Transfer	08/15/2011	2440	800	78522	LF Water Pull Tractor Replace	550300	626	2440	805	91019	Fund 2440 CIP Reserve	510200
98	CIP Transfer	11/08/2011	2440	805	91019	Fund 2440 CIP Reserve	510200	626	2440	800	78519	Landfill Entrance Signal	550300

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Line	Type of Transfer	Date	Fund	Rollup	Transfer From			Amount	Fund	Rollup	Transfer To			Acct
					Div	Division Description	Acct				Div	Division Description	Acct	
99	Other Transfer	01/09/2012	1000	220	11210	Administration Services Admin	506800	1000	112	10110	Council Office	506800		
100	Other Transfer	01/09/2012	1000	220	11210	Administration Services Admin	506800	1000	111	10010	Office of the Mayor	506800		
101	Other Transfer	02/28/2012	1000	244	11801	Fund 1000 Non-Dept	510200	1000	222	11380	Lease Payments	560600		
102	Other Transfer	02/28/2012	1000	244	11801	Fund 1000 Non-Dept	510200	1000	540	16025	Business Development	518200		
103	Other Transfer	04/13/2012	1000	241	11610	Budget & Research	506800	1000	540	16010	Economic Development	500200		
104	Other Transfer	05/01/2012	1000	221	11310	Finance Administration	500200	1000	540	16010	Economic Development	500200		
105	Other Transfer	08/02/2011	1000	521	15620	Development Services Center	516000	1000	244	11801	Fund 1000 Non-Dept	510200		
106	Other Transfer	08/05/2011	1000	244	11801	Fund 1000 Non-Dept	510200	1000	191	11070	Organizational Development	510200		
107	Other Transfer	08/18/2011	1000	112	10120	Cholla District	521000	1000	805	91012	Fund 1000 CIP Reserve	510200		
108	Other Transfer	08/18/2011	1000	112	10130	Barrel District	521000	1000	805	91012	Fund 1000 CIP Reserve	510200		
109	Other Transfer	08/18/2011	1000	112	10140	Sahuarro District	521000	1000	805	91012	Fund 1000 CIP Reserve	510200		
110	Other Transfer	08/18/2011	1000	112	10150	Cactus District	521000	1000	805	91012	Fund 1000 CIP Reserve	510200		
111	Other Transfer	08/18/2011	1000	112	10160	Yucca District	521000	1000	805	91012	Fund 1000 CIP Reserve	510200		
112	Other Transfer	08/22/2011	1000	112	10170	Ocotillo District	521000	1000	805	91012	Fund 1000 CIP Reserve	510200		
113	Other Transfer	08/22/2011	1000	121	10240	Elections	518200	1000	805	91012	Fund 1000 CIP Reserve	510200		
114	Other Transfer	09/26/2011	1000	312	12150	Crime Investigations	528600	1000	420	16710	Right-of-Way Maintenance	518200		
115	Other Transfer	10/17/2011	1000	112	10120	Cholla District	521000	1000	442	15120	Neighborhood Improvement Grant	518200		
116	Other Transfer	10/17/2011	1000	112	10140	Sahuarro District	521000	1000	442	15120	Neighborhood Improvement Grant	518200		
117	Other Transfer	10/17/2011	1000	112	10150	Cactus District	521000	1000	442	15120	Neighborhood Improvement Grant	518200		
118	Other Transfer	10/17/2011	1000	112	10160	Yucca District	521000	1000	442	15120	Neighborhood Improvement Grant	518200		
119	Other Transfer	11/18/2011	1000	220	11210	Administration Services Admin	511400	1000	244	11801	Fund 1000 Non-Dept	510200		
120	Other Transfer	11/18/2011	1000	220	11210	Administration Services Admin	518200	1000	244	11801	Fund 1000 Non-Dept	510200		
121	Other Transfer	11/18/2011	1000	220	11210	Administration Services Admin	521200	1000	244	11801	Fund 1000 Non-Dept	510200		
122	Other Transfer	11/18/2011	1000	220	11210	Administration Services Admin	524400	1000	244	11801	Fund 1000 Non-Dept	510200		
123	Other Transfer	11/18/2011	1000	220	11210	Administration Services Admin	524600	1000	244	11801	Fund 1000 Non-Dept	510200		
124	Other Transfer	12/12/2011	1000	244	11801	Fund 1000 Non-Dept	500200	1000	540	16025	Business Development	518200		
125	Other Transfer	12/12/2011	1000	244	11801	Fund 1000 Non-Dept	510200	1000	540	16025	Business Development	518200		
126	Other Transfer	12/20/2011	1000	121	10210	City Clerk	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
127	Other Transfer	12/20/2011	1000	121	10220	Records Management	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
128	Other Transfer	12/20/2011	1000	131	10310	City Manager	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
129	Other Transfer	12/20/2011	1000	141	10410	City Court	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
130	Other Transfer	12/20/2011	1000	151	10610	City Attorney	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
131	Other Transfer	12/20/2011	1000	132	10710	City Auditor	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
132	Other Transfer	12/20/2011	1000	154	10810	Marketing	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
133	Other Transfer	12/20/2011	1000	154	10820	Tourism	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
134	Other Transfer	12/20/2011	1000	155	10890	Convention/Media/Parking	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
135	Other Transfer	12/20/2011	1000	155	10891	Media Center Operations	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
136	Other Transfer	12/20/2011	1000	133	10910	Intergovernmental Programs	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
137	Other Transfer	12/20/2011	1000	191	11010	Risk Management/Safety	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
138	Other Transfer	12/20/2011	1000	191	11020	Benefits	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
139	Other Transfer	12/20/2011	1000	191	11030	Human Resources Administration	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
140	Other Transfer	12/20/2011	1000	191	11040	Employment Services	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
141	Other Transfer	12/20/2011	1000	191	11050	Employee Relations	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
142	Other Transfer	12/20/2011	1000	191	11060	Compensation	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
143	Other Transfer	12/20/2011	1000	221	11310	Finance Administration	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
144	Other Transfer	12/20/2011	1000	221	11320	Accounting Services	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
145	Other Transfer	12/20/2011	1000	221	11340	License/Collection	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
146	Other Transfer	12/20/2011	1000	132	11360	Materials Management	534200	1000	244	11801	Fund 1000 Non-Dept	510200		
147	Other Transfer	12/20/2011	1000	132	11370	Materials Control Warehouse	534200	1000	244	11801	Fund 1000 Non-Dept	510200		

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Line	Type of Transfer	Date	Fund	Rollup	* Div	Transfer From			Amount	Fund	Rollup	Div	Transfer To		
						Division Description	Acct	Amount					Division Description	Acct	Amount
148	Other Transfer	12/20/2011	1000	231	11510	Information Technology	534200	3,788	1000	244	11801	Fund 1000 Non-Dept	510200		
149	Other Transfer	12/20/2011	1000	241	11610	Budget & Research	534200	1,216	1000	244	11801	Fund 1000 Non-Dept	510200		
150	Other Transfer	12/20/2011	1000	244	11620	Grants Administration	534200	44	1000	244	11801	Fund 1000 Non-Dept	510200		
151	Other Transfer	12/20/2011	1000	244	11801	Fund 1000 Non-Dept	510200	500,000	1000	151	10615	Outside Legal Fees	518200		
152	Other Transfer	12/20/2011	1000	312	12110	Police Legal Services	534200	209	1000	244	11801	Fund 1000 Non-Dept	510200		
153	Other Transfer	12/20/2011	1000	312	12120	Police Administration	534200	13,665	1000	244	11801	Fund 1000 Non-Dept	510200		
154	Other Transfer	12/20/2011	1000	312	12130	Central Patrol Bureau	534200	36,882	1000	244	11801	Fund 1000 Non-Dept	510200		
155	Other Transfer	12/20/2011	1000	312	12150	Crime Investigations	534200	23,343	1000	244	11801	Fund 1000 Non-Dept	510200		
156	Other Transfer	12/20/2011	1000	312	12180	Police Personnel Management	534200	2,730	1000	244	11801	Fund 1000 Non-Dept	510200		
157	Other Transfer	12/20/2011	1000	312	12170	Footfalls Patrol Bureau	534200	27,812	1000	244	11801	Fund 1000 Non-Dept	510200		
158	Other Transfer	12/20/2011	1000	312	12180	Police Support Services	534200	3,759	1000	244	11801	Fund 1000 Non-Dept	510200		
159	Other Transfer	12/20/2011	1000	312	12210	PD - Fiscal Management	534200	45,480	1000	244	11801	Fund 1000 Non-Dept	510200		
160	Other Transfer	12/20/2011	1000	312	12215	PD - Tow Administration	534200	35	1000	244	11801	Fund 1000 Non-Dept	510200		
161	Other Transfer	12/20/2011	1000	312	12220	PD - Detention	534200	29,736	1000	244	11801	Fund 1000 Non-Dept	510200		
162	Other Transfer	12/20/2011	1000	312	12230	PD - Communications	534200	22,864	1000	244	11801	Fund 1000 Non-Dept	510200		
163	Other Transfer	12/20/2011	1000	312	12233	PD - Special Operations	534200	26,270	1000	244	11801	Fund 1000 Non-Dept	510200		
164	Other Transfer	12/20/2011	1000	312	12235	PD - Emergency Management	534200	14,973	1000	244	11801	Fund 1000 Non-Dept	510200		
165	Other Transfer	12/20/2011	1000	331	12410	Fire Administration	534200	701	1000	244	11801	Fund 1000 Non-Dept	510200		
166	Other Transfer	12/20/2011	1000	331	12421	Fire Special Operations	534200	815	1000	244	11801	Fund 1000 Non-Dept	510200		
167	Other Transfer	12/20/2011	1000	331	12422	Fire Operations	534200	47,569	1000	244	11801	Fund 1000 Non-Dept	510200		
168	Other Transfer	12/20/2011	1000	331	12433	Fire Resource Management	534200	73,709	1000	244	11801	Fund 1000 Non-Dept	510200		
169	Other Transfer	12/20/2011	1000	331	12434	Fire Training	534200	683	1000	244	11801	Fund 1000 Non-Dept	510200		
170	Other Transfer	12/20/2011	1000	331	12436	Fire Medical Services & Health	534200	2,437	1000	244	11801	Fund 1000 Non-Dept	510200		
171	Other Transfer	12/20/2011	1000	331	12441	Fire Marshals Office	534200	2,573	1000	244	11801	Fund 1000 Non-Dept	510200		
172	Other Transfer	12/20/2011	1000	331	12444	Fire Community Services	534200	763	1000	244	11801	Fund 1000 Non-Dept	510200		
173	Other Transfer	12/20/2011	1000	331	12491	Ambulance Services	534200	13,897	1000	244	11801	Fund 1000 Non-Dept	510200		
174	Other Transfer	12/20/2011	1000	135	12910	HazMat Incidence Response	534200	1,342	1000	244	11801	Fund 1000 Non-Dept	510200		
175	Other Transfer	12/20/2011	1000	421	13010	Pool Maintenance	534200	2,792	1000	244	11801	Fund 1000 Non-Dept	510200		
176	Other Transfer	12/20/2011	1000	421	13020	Park Irrigation	534200	2,482	1000	244	11801	Fund 1000 Non-Dept	510200		
177	Other Transfer	12/20/2011	1000	421	13030	Parks CIP & Planning	534200	510	1000	244	11801	Fund 1000 Non-Dept	510200		
178	Other Transfer	12/20/2011	1000	421	13040	Parks Maintenance	534200	104,611	1000	244	11801	Fund 1000 Non-Dept	510200		
179	Other Transfer	12/20/2011	1000	620	13410	Field Operations Admn.	534200	16,756	1000	244	11801	Fund 1000 Non-Dept	510200		
180	Other Transfer	12/20/2011	1000	620	13420	Cemetery	534200	5,152	1000	244	11801	Fund 1000 Non-Dept	510200		
181	Other Transfer	12/20/2011	1000	620	13430	Manistee Ranch Maintenance	534200	256	1000	244	11801	Fund 1000 Non-Dept	510200		
182	Other Transfer	12/20/2011	1000	620	13440	Graffiti Removal	534200	3,729	1000	244	11801	Fund 1000 Non-Dept	510200		
183	Other Transfer	12/20/2011	1000	620	13450	Facilities Management	534200	135,541	1000	244	11801	Fund 1000 Non-Dept	510200		
184	Other Transfer	12/20/2011	1000	620	13460	Custodial Services	534200	11,058	1000	244	11801	Fund 1000 Non-Dept	510200		
185	Other Transfer	12/20/2011	1000	620	13461	Downtown Parking Garage	534200	4,130	1000	244	11801	Fund 1000 Non-Dept	510200		
186	Other Transfer	12/20/2011	1000	631	13710	BoTA Bank Building	534200	12,829	1000	244	11801	Fund 1000 Non-Dept	510200		
187	Other Transfer	12/20/2011	1000	631	13715	Promenade at Palmate	534200	2,820	1000	244	11801	Fund 1000 Non-Dept	510200		
188	Other Transfer	12/20/2011	1000	631	13720	Engineering Administration	534200	1,274	1000	244	11801	Fund 1000 Non-Dept	510200		
189	Other Transfer	12/20/2011	1000	631	13730	Design Division	534200	1,736	1000	244	11801	Fund 1000 Non-Dept	510200		
190	Other Transfer	12/20/2011	1000	631	13770	Mapping and Records	534200	822	1000	244	11801	Fund 1000 Non-Dept	510200		
191	Other Transfer	12/20/2011	1000	631	13780	Land Development Division	534200	1,022	1000	244	11801	Fund 1000 Non-Dept	510200		
192	Other Transfer	12/20/2011	1000	631	13790	Construction Inspection	534200	2,595	1000	244	11801	Fund 1000 Non-Dept	510200		
193	Other Transfer	12/20/2011	1000	631	13800	Materials Testing	534200	2,215	1000	244	11801	Fund 1000 Non-Dept	510200		
194	Other Transfer	12/20/2011	1000	631	13820	Utility Inspection	534200	492	1000	244	11801	Fund 1000 Non-Dept	510200		
195	Other Transfer	12/20/2011	1000	154	14110	City-Wide Special Events	534200	317	1000	244	11801	Fund 1000 Non-Dept	510200		
196	Other Transfer	12/20/2011	1000	154	14115	Audio/Visual	534200	835	1000	244	11801	Fund 1000 Non-Dept	510200		

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Line	Type of Transfer	Date	Fund	Rollup	Div	Division Description	Acct	Amount	Transfer From					Transfer To					
									Fund	Rollup	Div	Division Description	Acct	Fund	Rollup	Div	Division Description	Acct	
197	Other Transfer	12/20/2011	1000	154	14120	Cable Communications	534200	2,049	1000	244	11801	Fund 1000 Non-Dept	510200						
198	Other Transfer	12/20/2011	1000	550	14410	Code Compliance	534200	4,830	1000	244	11801	Fund 1000 Non-Dept	510200						
199	Other Transfer	12/20/2011	1000	171	14420	CAP Local Match	534200	5,495	1000	244	11801	Fund 1000 Non-Dept	510200						
200	Other Transfer	12/20/2011	1000	421	14610	Parks & Recreation Admin	534200	55	1000	244	11801	Fund 1000 Non-Dept	510200						
201	Other Transfer	12/20/2011	1000	421	14620	Glendale Community Center	534200	685	1000	244	11801	Fund 1000 Non-Dept	510200						
202	Other Transfer	12/20/2011	1000	421	14630	Recreation Support Services	534200	17,453	1000	244	11801	Fund 1000 Non-Dept	510200						
203	Other Transfer	12/20/2011	1000	421	14640	Adult Center	534200	1,926	1000	244	11801	Fund 1000 Non-Dept	510200						
204	Other Transfer	12/20/2011	1000	421	14650	Youth and Teen	534200	6,896	1000	244	11801	Fund 1000 Non-Dept	510200						
205	Other Transfer	12/20/2011	1000	421	14660	Special Events and Programs	534200	284	1000	244	11801	Fund 1000 Non-Dept	510200						
206	Other Transfer	12/20/2011	1000	421	14670	Sports and Health	534200	1,033	1000	244	11801	Fund 1000 Non-Dept	510200						
207	Other Transfer	12/20/2011	1000	421	14680	Aquatics	534200	6,722	1000	244	11801	Fund 1000 Non-Dept	510200						
208	Other Transfer	12/20/2011	1000	421	14700	Marketing - Parks & Rec	534200	916	1000	244	11801	Fund 1000 Non-Dept	510200						
209	Other Transfer	12/20/2011	1000	421	14710	Park Rangers	534200	6,253	1000	244	11801	Fund 1000 Non-Dept	510200						
210	Other Transfer	12/20/2011	1000	421	14760	Historic Sahara Ranch	534200	882	1000	244	11801	Fund 1000 Non-Dept	510200						
211	Other Transfer	12/20/2011	1000	441	15010	Community Revitalization	534200	6,792	1000	244	11801	Fund 1000 Non-Dept	510200						
212	Other Transfer	12/20/2011	1000	441	15015	Neighborhood Partnership	534200	1,640	1000	244	11801	Fund 1000 Non-Dept	510200						
213	Other Transfer	12/20/2011	1000	452	15220	Library	534200	53,594	1000	244	11801	Fund 1000 Non-Dept	510200						
214	Other Transfer	12/20/2011	1000	452	15230	Arts Maintenance - Admin	534200	1,388	1000	244	11801	Fund 1000 Non-Dept	510200						
215	Other Transfer	12/20/2011	1000	511	15510	CD Deputy City Manager	534200	310	1000	244	11801	Fund 1000 Non-Dept	510200						
216	Other Transfer	12/20/2011	1000	521	15510	Building Safety	534200	5,408	1000	244	11801	Fund 1000 Non-Dept	510200						
217	Other Transfer	12/20/2011	1000	521	15520	Development Services Center	534200	624	1000	244	11801	Fund 1000 Non-Dept	510200						
218	Other Transfer	12/20/2011	1000	531	15910	Planning Administration	534200	2,860	1000	244	11801	Fund 1000 Non-Dept	510200						
219	Other Transfer	12/20/2011	1000	540	16010	Economic Development	534200	4,741	1000	244	11801	Fund 1000 Non-Dept	510200						
220	Other Transfer	12/20/2011	1000	540	16040	Downtown Beaut & Promotion	534200	3,947	1000	244	11801	Fund 1000 Non-Dept	510200						
221	Other Transfer	10/05/2011	1260	452	15410	Library Book Fund	527400	23,100	1840	452	36006	Grant Approp - Library	510200						
222	Other Transfer	10/05/2011	1260	452	15410	Library Book Fund	527400	14,273	1840	452	36006	Grant Approp - Library	510200						
223	Other Transfer	12/20/2011	1340	420	16710	Right-of-Way Maintenance	534200	62,629	1000	244	11801	Fund 1000 Non-Dept	510200						
224	Other Transfer	12/20/2011	1340	620	16720	Street Maintenance	534200	29,488	1000	244	11801	Fund 1000 Non-Dept	510200						
225	Other Transfer	12/20/2011	1340	632	16810	Traffic Signals	534200	19,481	1000	244	11801	Fund 1000 Non-Dept	510200						
226	Other Transfer	12/20/2011	1340	632	16820	Signs & Markings	534200	11,141	1000	244	11801	Fund 1000 Non-Dept	510200						
227	Other Transfer	12/20/2011	1340	632	16910	Transportation Administration	534200	619	1000	244	11801	Fund 1000 Non-Dept	510200						
228	Other Transfer	12/20/2011	1340	632	16920	Street Light Management	534200	69,955	1000	244	11801	Fund 1000 Non-Dept	510200						
229	Other Transfer	12/20/2011	1340	632	16940	Traffic Studies	534200	725	1000	244	11801	Fund 1000 Non-Dept	510200						
230	Other Transfer	12/20/2011	1340	632	16950	Traffic Design and Development	534200	385	1000	244	11801	Fund 1000 Non-Dept	510200						
231	Other Transfer	01/31/2012	1650	800	67505	CIP Transport Grant Reserve	551000	250,000	1650	632	37200	Grant Approp - Transportation	510200						
232	Other Transfer	11/18/2011	1650	632	37200	Grant Approp - Transportation	500200	4,005	1650	805	91020	Fund 1650 CIP Reserve	510200						
233	Other Transfer	11/18/2011	1650	632	37200	Grant Approp - Transportation	510200	256,037	1650	805	91020	Fund 1650 CIP Reserve	510200						
234	Other Transfer	07/06/2011	1840	470	32118	Miscellaneous Grants	510200	50,000	1842	171	37130	ADOH HPRP - Fin Assist	531205						
235	Other Transfer	07/12/2011	1840	470	32118	Miscellaneous Grants	510200	48,000	1840	135	36504	Smart Landscapes	518200						
236	Other Transfer	08/17/2011	1840	470	32118	Miscellaneous Grants	510200	148,748	1842	171	37130	ADOH HPRP - Fin Assist	531205						
237	Other Transfer	08/17/2011	1840	470	32118	Miscellaneous Grants	510200	38,404	1842	171	37131	ADOH HPRP - RR Assist	531205						
238	Other Transfer	08/17/2011	1840	470	32118	Miscellaneous Grants	510200	7,297	1842	171	37134	ADOH HPRP - RR Assist	500400						
239	Other Transfer	08/17/2011	1840	470	32118	Miscellaneous Grants	510200	5,634	1842	171	37133	ADOH HPRP - RR HR SS	500400						
240	Other Transfer	08/17/2011	1840	470	32118	Miscellaneous Grants	510200	4,886	1842	171	37134	ADOH HPRP - Admin	518200						
241	Other Transfer	09/17/2011	1840	470	32118	Miscellaneous Grants	510200	2,816	1842	171	37135	ADOH HPRP - Data Collection	500400						
242	Other Transfer	08/17/2011	1840	470	32118	Miscellaneous Grants	510200	1,013	1842	171	37130	ADOH HPRP - Fin Assist	518200						
243	Other Transfer	08/17/2011	1840	470	32118	Miscellaneous Grants	510200	1,013	1842	171	37131	ADOH HPRP - RR Assist	518200						
244	Other Transfer	08/17/2011	1840	470	32118	Miscellaneous Grants	510200	361	1842	171	37130	ADOH HPRP - Fin Assist	500400						
245	Other Transfer	08/17/2011	1840	470	32118	Miscellaneous Grants	510200	358	1842	171	37132	ADOH HPRP - Housing Reloc SS	500400						

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Line	Type of Transfer	Date	Transfer From				Transfer To						
			Fund	Rollup	Div	Description	Acct	Amount	Fund	Rollup	Div	Description	Acct
246	Other Transfer	09/06/2011	1840	470	32118	Miscellaneous Grants	510200	64,000	1842	470	37073	Downtown Parking Garage Light	518200
247	Other Transfer	09/06/2011	1840	470	32118	Miscellaneous Grants	510200	60,225	1842	470	37072	GMOC Parking Garage Lighting	518200
248	Other Transfer	09/06/2011	1840	470	32118	Miscellaneous Grants	510200	51,000	1842	470	37071	Equip Mgmt Facility Lighting	518200
249	Other Transfer	09/06/2011	1840	470	32118	Miscellaneous Grants	510200	44,314	1842	441	37021	CDBG-R	511400
250	Other Transfer	09/06/2011	1840	470	32118	Miscellaneous Grants	510200	10,000	1842	470	37074	MRF Lighting Retrofit	518200
251	Other Transfer	09/07/2011	1840	470	32118	Miscellaneous Grants	510200	77,154	1842	470	37060	ARWRF Facility UV System Imp	518200
252	Other Transfer	08/07/2011	1840	470	32118	Miscellaneous Grants	510200	8,855	1842	470	37061	Well 43 Variable Drive Retrofit	518200
253	Other Transfer	10/07/2011	1840	312	33021	Grant Approp - Police Dept	510200	1,029,196	1842	312	32030	State RICO	551200
254	Other Transfer	11/17/2011	1840	470	32118	Miscellaneous Grants	510200	37,170	1842	470	37075	Solar Parks Lighting Rebates	518200
255	Other Transfer	11/17/2011	1840	470	32118	Miscellaneous Grants	510200	26,843	1842	470	37075	Solar Parks Lighting	518200
256	Other Transfer	12/29/2011	1840	470	32118	Miscellaneous Grants	510200	15,000	1840	135	36504	Smart Landscapes	518200
257	Other Transfer	09/06/2011	1842	312	37000	PSSP Police OT Grant	500600	18,660	1840	470	32118	Miscellaneous Grants	510200
258	Other Transfer	09/06/2011	1842	312	37000	PSSP Police OT Grant	505000	6,237	1840	470	32118	Miscellaneous Grants	510200
259	Other Transfer	09/06/2011	1842	312	37000	Stop Violence - Women	511400	67,407	1840	470	32118	Miscellaneous Grants	510200
260	Other Transfer	09/06/2011	1842	470	37062	Public Safety/Court Lighting	518200	3,540	1840	470	32118	Miscellaneous Grants	510200
261	Other Transfer	09/06/2011	1842	470	37053	Sports Courts Lighting Retrofit	518200	7,847	1840	470	32118	Miscellaneous Grants	510200
262	Other Transfer	09/08/2011	1842	470	37065	Build Safe Engr Prog Enhance	518200	56,810	1840	470	32118	Miscellaneous Grants	510200
263	Other Transfer	09/06/2011	1842	470	37066	Traffic Signal LED Conversion	500200	135,291	1840	470	32118	Miscellaneous Grants	510200
264	Other Transfer	09/07/2011	1842	470	37067	Energy Matters Public Educat	503400	42,790	1840	470	32118	Miscellaneous Grants	510200
265	Other Transfer	09/07/2011	1842	470	37067	Energy Matters Public Educat	524400	487	1840	470	32118	Miscellaneous Grants	510200
266	Other Transfer	09/07/2011	1842	470	37067	Energy Matters Public Educat	524400	44,854	1840	470	32118	Miscellaneous Grants	510200
267	Other Transfer (Sch4)	09/19/2011	2210	805	91017	Fund 2210 CIP Reserve	510200	2,335,285	2540	191	18010	Risk Mgmt Trust Fund	542600
268	Other Transfer (Sch4)	11/30/2011	1740	100	01740	Civic Center Revenue	701283	100,000	1283	100	01283	CarnelbackRanch	601740
269	Other Transfer (Sch4)	01/03/2012	1480	100	01480	DIF-Citywide Rec Facs	701900	131,783	1900	100	01900	G O Bond Debt	601480
270	Other Transfer (Sch4)	02/24/2012	2540	100	02540	Self-Insurance Rev	702560	1,000,000	2560	100	02560	Worker's Comp Revenues	602540

** Fourth Quarter Transfer Needs **

** Fourth Quarter Transfer Needs **

** Fourth Quarter Transfer Needs **

271	CIP Transfer	4th Qtr	1000	805	91012	Fund 1000 CIP Reserve	510200	20,000	1283	800	84200	Carnelback Ranch Maint Reserve	550800
272	CIP Transfer	4th Qtr	1980	800	88102	Petition Lighting Program	550300	227,056	1980	800	68121	Street Light Repair	550800
273	CIP Transfer	4th Qtr	2040	800	75034	Engine & Ladder Replacement	550300	46,996	2040	800	75024	800MHz Comm Equip	551400
274	CIP Transfer	4th Qtr	2040	800	75036	Replace Utility Truck	550300	19,292	2040	800	75024	800MHz Comm Equip	551400
275	CIP Transfer	4th Qtr	2080	800	77503	Replace Closure (Roofing)	550300	5,820	2080	800	77513	Sales Tax System	552700
276	CIP Transfer	4th Qtr	2080	800	77514	Civic Ctr Storage Fac Repair	550300	301	2080	800	77513	Sales Tax System	552700
277	CIP Transfer	4th Qtr	2120	800	79504	Airport - Security Upgrade	550300	127,883	2120	800	79516	Airport-RSA Remove Blast Fence	550800
278	CIP Transfer	4th Qtr	2210	800	65086	51st Avenue HES Projects	550300	15,147	2210	800	65054	63rd Ave @ Loop 101-Bike Ove	551200
279	CIP Transfer	4th Qtr	2210	800	65086	51st Avenue HES Projects	550300	15,147	2210	800	65070	Union Hills/Skunk Cr Path	551200
280	CIP Transfer	4th Qtr	2210	800	65089	Pavement Management	550300	5,066	2210	800	65070	Union Hills/Skunk Cr Path	551200
281	CIP Transfer	4th Qtr	2420	800	63010	91st Ave Construction	550300	20,213	2420	800	63013	67th Ave Lift Station	552400
282	CIP Transfer	4th Qtr	2440	800	78520	Landfill Bulldozer Replacement	551400	41,696	2440	800	78509	MRF FortMills	551400
283	Other Transfer	4th Qtr	1000	244	11801	Fund 1000 Non-Dept	510200	1,559	1000	121	10240	Elections	518200
284	Other Transfer	4th Qtr	1000	244	11801	Fund 1000 Non-Dept	510200	110,000	1000	121	10240	Elections	518200
285	Other Transfer	4th Qtr	1000	244	11801	Fund 1000 Non-Dept	510200	70,509	1000	222	11390	Merchant Fees	520450
286	Other Transfer	4th Qtr	1000	244	11801	Fund 1000 Non-Dept	510200	43,612	1760	633	18410	Airport Operations	518200
287	Other Transfer	4th Qtr	1000	244	11801	Fund 1000 Non-Dept	510200	25,000	1000	221	11320	Accounting Services	518200
288	Other Transfer	4th Qtr	1000	244	11801	Fund 1000 Non-Dept	510200	25,000	1000	221	11340	License/Collection	525600
289	Other Transfer	4th Qtr	1280	421	13290	YSC - Parks & Rec	518200	54,000	1000	421	13040	Parks Maintenance	513400
290	Other Transfer	4th Qtr	1340	245	11910	GF/HURF Contingency Approp	510200	76,000	1000	421	13040	Parks Maintenance	513400
291	Other Transfer	4th Qtr	1340	245	11910	GF/HURF Contingency Approp	510200	125,000	1000	151	10615	Culside Legal Fees	518200
								5,000,000	1282	221	11415	Arena Management Fee	518200

FY 2011-12 CleanUp Ordinance - Exhibit A

Line	Type of Transfer	Date	Transfer From				Transfer To				
			Fund	Rollup	Div	Division Description	Fund	Rollup	Div	Division Description	Acct
292	Other Transfer	4th Qtr	1340	245	11910	GF/HURF Contingency Approp	1930	900	89860	PFC Debt Service	561400
293	Other Transfer	4th Qtr	1340	245	11910	GF/HURF Contingency Approp	1000	540	16025	Business Development	518200
294	Other Transfer	4th Qtr	1840	470	32118	Miscellaneous Grants	1340	421	13040	Parks Maintenance	513400
295	Other Transfer	4th Qtr	1840	470	32118	Miscellaneous Grants	420	420	16710	Right-of-Way	518200
296	Other Transfer	4th Qtr	1840	470	32118	Miscellaneous Grants	1870	154	14327	Other Special Events	518200
297	Other Transfer	4th Qtr	1840	470	32118	Miscellaneous Grants	1880	421	14840	Sports Self Sustaining	518200
298	Other Transfer	4th Qtr	1840	470	32118	Miscellaneous Grants	1880	421	14850	Youth and Teen Self Sustaining	524400
299	Other Transfer	4th Qtr	1840	470	32118	Miscellaneous Grants	1870	154	14323	Glitter and Glow	518200
300	Other Transfer	4th Qtr	1840	470	32118	Miscellaneous Grants	1870	154	14324	Chocolate Affair	518200
301	Other Transfer	4th Qtr	1840	470	32118	Miscellaneous Grants	1880	421	14810	Recreation Self-Sustaining	521000
302	Other Transfer	4th Qtr	1840	470	32118	Miscellaneous Grants	1870	154	14325	Jazz Festival	518200
303	Other Transfer	4th Qtr	1840	470	32118	Miscellaneous Grants	1880	421	14860	SRP-HA Sahuaro Ranch Hist	524400
304	Other Transfer	4th Qtr	1840	470	32118	Miscellaneous Grants	1870	154	14322	Enchanted Evening	518200
305	Other Transfer	4th Qtr	1840	470	32118	Miscellaneous Grants	1870	154	14321	Glitter Spectacular	518200
306	Other Transfer	4th Qtr	1840	470	32118	Miscellaneous Grants	1880	421	14880	Aquatic Self Sustaining	524400
307	Other Transfer	4th Qtr	1840	470	32118	Miscellaneous Grants	1870	154	14326	Glitters Light	518200
308	Other Transfer	4th Qtr	1840	331	34001	Grant Approp - Fire Dept	1720	331	12610	Fire-Special Revenue Fund	500600
309	Other Transfer	4th Qtr	2540	245	11907	Risk Fund Contingency Approp	2560	191	18110	Workers' Compensation	518200
310	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	312	12170	Foothills Patrol Bureau	500200
311	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	312	12422	Fire Operations	500200
312	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	231	11510	Information Technology	500200
313	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	312	12160	Police Personnel Management	500200
314	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	151	10610	City Attorney	500200
315	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	141	10410	City Court	500200
316	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	312	12150	Crime Investigations	500200
317	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	154	10810	Marketing	500200
318	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	312	12180	Police Support Services	500200
319	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	540	16010	Economic Development	500200
320	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	312	12220	PD - Detention	500200
321	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	312	12210	PD - Fiscal Management	500200
322	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	312	12210	PD - Special Revenue Fund	500200
323	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	521	15610	Building Safety	500200
324	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	421	13040	Parks Maintenance	500200
325	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	312	12230	PD - Communications	500200
326	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1340	420	16710	Right-of-Way Maintenance	500200
327	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	631	13730	Design Division	500200
328	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	221	11320	Accounting Services	500200
329	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	331	12410	Fire Administration	500200
330	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	241	11360	Materials Management	500200
331	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	112	10110	Council Office	500200
332	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	131	10310	City Manager	500200
333	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	550	14410	Code Compliance	500200
334	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	132	10710	City Auditor	500200
335	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	531	15910	Planning Administration	500200
336	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	133	10910	Intergovernmental Programs	500200
337	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	333	12492	Air-Med & Logistics Ops (HVALO)	500200
338	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	121	10210	City Clerk	500200
339	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	121	10210	City Clerk	500200
340	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	1000	631	13780	Land Development Division	500200

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Line	Type of Transfer	Date	Transfer From				Transfer To						
			Fund	Rollup	Div	Description	Fund	Rollup	Div	Description			
341	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	41,106	1000	452	15220	Library	500200
342	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	40,251	1000	331	12441	Fire Marshal's Office	500200
343	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	40,125	1000	154	14110	City-Wide Special Events	500200
344	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	39,051	1000	191	11060	Compensation	500200
345	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	38,115	1000	154	14120	Cable Communications	500200
346	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	37,374	1000	421	14640	Adult Center	500200
347	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	37,361	1000	620	13410	Field Operations Admin	500200
348	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	35,772	1000	191	11070	Organizational Development	500200
349	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	32,845	1000	421	14630	Recreation Support Services	500200
350	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	27,295	1650	632	37201	JARC - GUS 1 & 2	500200
351	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	26,615	1000	421	14610	Parks & Recreation Admin	500200
352	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	25,456	1880	421	14891	GESD-Reimb Division	500200
353	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	24,874	1000	111	10010	Office of the Mayor	500200
354	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	24,319	1000	191	11040	Employment Services	500200
355	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	23,595	1000	511	15510	CD Deputy City Manager	500200
356	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	23,009	1000	421	13020	Park Intgation	500200
357	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	22,776	1000	154	10820	Tourism	500200
358	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	22,344	1340	632	16950	Traffic Design and Development	500200
359	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	22,100	1000	421	14760	Historic Salguero Ranch	500200
360	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	21,042	1000	221	11340	Licenses/Collection	500200
361	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	19,895	1000	620	13440	Graffiti Removal	500200
362	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	19,444	1740	431	11710	Civic Center	500200
363	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	18,709	1000	620	16040	Downtown Beaut & Promotion	500200
364	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	18,272	1000	241	11610	Budget & Research	500200
365	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	17,909	1000	631	13720	Engineering Administration	500200
366	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	17,093	1000	531	15940	Long-Range Planning & Research	500200
367	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	14,585	2530	312	12390	PS Training Ops - Police	500200
368	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	14,372	1000	121	10220	Records Management	500200
369	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	14,209	1000	422	14720	Foothills Recreation Center	500200
370	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	13,766	1000	631	13800	Materials Testing	500200
371	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	13,477	1000	191	11010	Risk Management/Safety	500200
372	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	13,211	1000	421	14710	Park Rangers	500200
373	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	12,897	1000	421	14620	Glendale Community Center	500200
374	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	12,311	1650	632	37202	New Freedom - GUS 3	500200
375	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	12,196	1000	191	11050	Employee Relations	500200
376	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	11,985	1000	155	10891	Media Center Operations	500200
377	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	10,936	1760	633	16410	Airport Operations	500200
378	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	10,271	2530	331	12580	PS Training Ops - Fire	500200
379	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	10,238	1000	620	13420	Centriety	500200
380	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	9,625	1000	531	13770	Mapping and Records	500200
381	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	9,324	1000	431	12433	Fire Resource Management	500200
382	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	9,198	1000	421	14670	Sports and Health	500200
383	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	7,983	1000	620	13450	Facilities Management	500200
384	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	7,787	1000	421	13010	Pool Maintenance	500200
385	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	6,934	1340	632	16810	Traffic Signals	500200
386	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	6,140	1650	632	37203	New Freedom-Bus Buddies BAG	500200
387	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	5,053	2400	135	17410	Water Conservation	500200
388	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	4,452	1000	331	12491	Ambulance Services	500200
389	27th Payroll - Acct'g Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	3,951	1000	531	15930	Current Planning	500200

FY 2014-12 CleanUp Ordinance - Exhibit A

Line	Type of Transfer	Date	Transfer From				Transfer To						
			Fund	Rollup	Div	Description	Acct	Amount	Fund	Rollup	Div	Description	Acct
390	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	3,832	1100	231	11520	Telephones	500200
391	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	3,278	1000	112	10120	Cholla District	500200
392	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	3,258	1000	112	10160	Yucca District	500200
393	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	3,243	1000	112	10150	Cactus District	500200
394	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	3,201	1000	112	10130	Barrel District	500200
395	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	3,199	1000	112	10170	Coccolillo District	500200
396	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	3,196	1000	112	10140	Sahuaro District	500200
397	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	2,677	2580	191	18210	Benefit Programs	500200
398	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	2,527	1880	421	14840	Sports Self Sustaining	500200
399	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	2,464	1240	141	10510	Court Security	500200
400	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	2,072	1880	421	14830	Rec Self Sust-Foothills Rec	500200
401	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	1,995	1880	421	14860	Spec Events & Prgm Self Sust	503400
402	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	1,231	1260	452	15410	Library Book Fund	503400
403	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	957	1240	141	10520	Court Time Payments	500200
404	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	701	1340	632	16940	Traffic Studies	500200
405	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	597	1860	312	32030	State RICO	500200
406	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	483	1000	331	12421	Fire Special Operations	503400
407	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	370	1880	421	14825	Adult Center Self Sustaining	503400
408	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	250	1340	632	16820	Signs & Markings	500200
409	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	237	1000	620	13460	Custodial Services	500200
410	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	207	1280	421	13290	YSC - Parks & Rec	503400
411	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	193	1880	421	14892	Glendale Community Center	503400
412	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	14	1000	331	12436	Fire Medical Services & Health	504000
413	27th Payroll - Acctg Entry	4th Qtr	1840	470	32118	Miscellaneous Grants	510200	7	1000	331	12444	Fire Community Services	503400



**MINUTES OF THE
GLENDALE CITY COUNCIL MEETING
Council Chambers
5850 West Glendale Avenue
May 22, 2012
7:00 p.m.**

The meeting was called to order by Mayor Elaine M. Scruggs, with Vice Mayor Steven E. Frate and the following Councilmembers present: Norma S. Alvarez, Joyce V. Clark, Yvonne J. Knaack, H. Philip Lieberman and Manuel D. Martinez.

Also present were Ed Beasley, City Manager, Horatio Skeete, Assistant City Manager, Craig Tindall, City Attorney, and Pamela Hanna, City Clerk.

Mayor Scruggs called for the Pledge of Allegiance and a moment of silence was observed.

COMPLIANCE WITH ARTICLE VII, SECTION 6(c) OF THE GLENDALE CHARTER

A statement was filed by the City Clerk that the 5 resolutions and 2 ordinances to be considered at the meeting were available for public examination and the title posted at City Hall more than 72 hours in advance of the meeting.

APPROVAL OF THE MINUTES OF THE MAY 8, 2012 CITY COUNCIL MEETING

It was moved by Clark, and seconded by Frate, to dispense with the reading of the minutes of the May 8, 2012 Regular City Council meeting, as each member of the Council had been provided copies in advance, and approve them as written. The motion carried unanimously.

BOARDS, COMMISSIONS AND OTHER BODIES

BOARDS, COMMISSIONS AND OTHER BODIES

This is a request for City Council to approve the recommended appointments to the following boards, commissions and other bodies that have a vacancy or expired term and for the Mayor to administer the Oath of Office to those appointees in attendance.

Ad-Hoc Water and Sewer Task Force

Daniel Leimeter	Cholla	Appointment	05/22/2012	12/31/2012
Bob Richards	Cholla	Appointment	05/22/2012	12/31/2012

Alvarez, Clark, Lieberman, Knaack, Martinez, Frate, and Scruggs. Members voting “nay”: none.

15 FISCAL YEAR 2011-12 BUDGET AMENDMENTS

Sherry M Schurhammer, Executive Director, Financial Services, presented this item

This is a request for City Council to adopt an ordinance approving the Fiscal Year (FY) 2011-12 budget amendments

A budget amendment is a transfer of appropriation authority and most amendments are done to reconcile the prior fiscal year's actual savings with requested carryover. Overall, the City of Glendale's total FY 2011-12 budget appropriation across all funds is unchanged.

Most of the budget amendments are associated with capital projects. During the course of FY 2010-11, capital project carryover was reconciled to actual savings from the prior fiscal year. When departments prepared their FY 2010-11 capital project budgets, they estimated their amount of carryover savings. The Financial Services Department subsequently reconciled each department's actual savings from the prior fiscal year with their estimated carryover budget for FY 2010-11 and then increased or decreased their budgets accordingly.

Other budget amendments are associated with appropriation changes between departments to accommodate actual spending activity. The budget represents a plan for spending and is established several months before the current FY commenced. As actual spending activity occurs, transfers of appropriation authority within and between departments is required to reflect changes to the initial spending plan. The causes of changes to the initial spending plan can be summarized as follows: unexpected expenses arise due to unforeseen circumstances and planned spending does not occur as work plans are modified to address changing circumstances.

Council approved a similar ordinance for FY 2010-11 on January 24, 2012.

Overall, the City of Glendale's total FY 2011-12 budget appropriations across all funds remain unchanged.

The recommendation is to waive reading beyond the title and adopt an ordinance approving the FY 2011-12 budget amendments.

Councilmember Lieberman wondered as to the total of the appropriation authorization. Sherry M Schurhammer, Executive Director, Financial Services, stated she did not have the total with her but will get it to him later.

Mayor Scruggs commented that for full disclosure, because a lot of people are wondering about this, you really need to or somebody needs to talk about the item that is on the bottom of page 6 of 9, the very last item, page 6 of 9 of exhibit A.

Ms Schurhammer explained this item relates to a transfer of \$5 million in appropriation authority for the arena management fee for FY12. As part of the FY12 budget, \$20 million for an arena management fee was included in the FY 2012 Council-adopted budget. However, the NHL payment could be up to \$25 million. Therefore this action identifies the appropriation authority for the additional \$5 million. She noted that at this point it has not been spent. This ensures the payment is not held up because of missing appropriation authority.

Mayor Scruggs commented that there was a reporter from the Arizona Republic doing a story and she had already been asked questions so wanted to make sure the information was disclosed here. She commented that the information presented showed a general fund/HURF contingency, she asked if HURF funds were being used for the management fee.

Ms Schurhammer stated this was not the use of HURF funds but the use of HURF contingency appropriation authority. She emphasized that only HURF eligible expenses are charged to HURF funds.

Mayor Scruggs asked what funds would be used when the transfer takes place in a week or two.

Ms Schurhammer explained if payment has to be made, staff will return to Council to talk about inter-fund loans.

Mayor Scruggs commented that the appropriation from HURF was being done then because HURF is the only one that has enough money.

Ms Schurhammer stated HURF has the appropriation authority.

Mayor Scruggs commented that someone would likely get some calls because they want to understand this, they want to understand the first \$20 million, how that came about - to come out of our enterprise fund instead of the general fund. She stated that Ms Schurhammer had not yet explained the information.

Councilmember Alvarez asked a question on line 270. Ms Schurhammer explained that line reflected an appropriation and a cash transfer. She said there were three cash transfers in the exhibit. She explained that the appropriation authority and cash transfers for the Workers Compensation Fund are needed because of this FY's unusually high claims activity.

Mayor Scruggs asked if that had anything to do with the employee trust fund. Ms Schurhammer replied no.

Mayor Scruggs asked if there were any movements out of employee benefits on here. Ms Schurhammer replied no.

Ordinance No. 2803 New Series was read by number and title only, it being AN ORDINANCE OF THE COUNCIL OF THE CITY OF GLENDALE, MARICOPA COUNTY, ARIZONA, AUTHORIZING THE TRANSFER OF APPROPRIATION

AUTHORIZATION BETWEEN BUDGET ITEMS IN THE ADOPTED FISCAL YEAR 2011-12 BUDGET.

It was moved by Knaack, and seconded by Clark, to approve Ordinance No. 2803 New Series. Motion carried on a roll call vote, with the following Councilmembers voting “aye”: Alvarez, Clark, Lieberman, Knaack, Martinez, Frate, and Scruggs. Members voting “nay”: none.

REQUEST FOR FUTURE WORKSHOP AND EXECUTIVE SESSION

It was moved by Frate, and seconded by Knaack, to hold a City Council Workshop at 1:30 p.m. in Room B-3 of the City Council Chambers on Tuesday, June 5, 2012, to be followed by an Executive Session pursuant to A.R.S. 38-431.03. The motion carried unanimously.

CITIZEN COMMENTS

Arthur Thruston, a Cactus resident, updated the Council on the Coyote game. The Coyotes lost 4 to 3 in overtime. He stated because of the loss tonight the city now owes \$25 million to the NHL. He completely disagrees with Councilmembers Knaack, Frate, Clark, and Martinez’s decision regarding their vote, however, he still supports the Council and will do anything in his power to help the city.

Anthony Kern, a Sahuaro resident, suggested the city opened up the management fee agreement for a competitive bid since there were many options to consider. He noted the \$17 million going to Mr. Jamison was ludicrous and should be voted down. This will enable the city to use that money for city services. He recommends the Council hold off hiring a new City Manager until the new Council was seated and believes the new Council should do the voting and the hiring.

COUNCIL COMMENTS AND SUGGESTIONS

Vice Mayor Frate commented on a letter that highly complimented the city on their loose trash pickup. He reminded everyone to watch children around water.

Councilmember Martinez commented on an email he received from Mr. Mehta from a citizen complimenting the city and Council on the new traffic lights. He stated that it was staff’s great work that makes the Council look good to the public. He commended city staff for the wonderful work they do every day.

Councilmember Knaack thanked staff for all they do and for hanging in there with the Council through this difficult budget process. She reminded everyone that Monday was Memorial Day and asked everyone to do something to remember those who have served their county bravely.

Mayor Scruggs thanked the Council for their comments. She asked for the city attorney’s assistance on a particular item since she mentioned she was going to do this. She continued that most of the people that watch these meetings she believes are also the hearty souls who read the Glendale Star. And of course, she knows all of the staff does that too. And the Glendale Star took an interesting and unusual position last week. Mayor Scruggs had made a comment or a

ATTACHMENT G

 CITY OF GLENDALE
Council Communication

Business-Voting Agenda

06/26/2012

TO: Honorable Mayor and City Council
FROM: Horatio Skeete, Interim City Manager
PRESENTED BY: Sherry M. Schurhammer, Executive Director, Financial Services
SUBJECT: **FISCAL YEAR 2011-12 BUDGET AMENDMENTS**

Purpose

This is a request for City Council to adopt an ordinance approving the FY 2011-12 budget amendments

Background

A budget amendment is a transfer of appropriation authority and most amendments are done to reconcile the prior fiscal year's actuals savings with requested carryover. Overall, the City of Glendale's total FY 2011-12 budget appropriation across all funds is unchanged.

Budget amendments are associated with appropriation changes between departments to accommodate actual spending activity. The budget represents a plan for spending and is established several months before the current FY commenced. As actual spending activity occurs, transfers of appropriation authority within and between departments is required to reflect changes to the initial spending plan. The causes of changes to the initial spending plan can be summarized as follows: unexpected expenses arise due to unforeseen circumstances and planned spending does not occur as work plans are modified to address changing circumstances.

While Council approved a similar ordinance for FY 2011-12 at the May 22, 2012 evening meeting, another ordinance is required to capture unexpected year-end appropriation authority transfers that were needed since mid-May.

Previous Council/Staff Actions

Council approved a similar ordinance for FY 2011-12 on May 22, 2012.

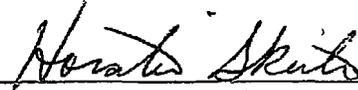
Council approved a similar ordinance for FY 2010-11 on January 24, 2012.

Budget Impacts & Costs

Overall, the City of Glendale's total FY 2011-12 budget appropriation across all funds remain unchanged.

Recommendation

Waive reading beyond the title and adopt an ordinance approving the FY 2011-12 budget amendments



Horatio Skeete
Interim City Manager



Attachment Memorandum

DATE 06/26/2012

TO Horatio Skeete, Interim City Manager

FROM Sherry M Schurhammer, Executive Director, Financial Services

SUBJECT FISCAL YEAR 2011-12 BUDGET AMENDMENTS

1. Ordinance

ORDINANCE NO. 2811 NEW SERIES

AN ORDINANCE OF THE COUNCIL OF THE CITY OF
GLENDALE, MARICOPA COUNTY, ARIZONA, AUTHORI-
ZING THE TRANSFER OF APPROPRIATION
AUTHORIZATION BETWEEN BUDGET ITEMS IN THE
ADOPTED FISCAL YEAR 2011-12 BUDGET

WHEREAS, Glendale City Charter, Article VI, Sec 11, authorizes the City Council, by ordinance, to transfer any unencumbered appropriation balance or portion thereof from one office, department or agency to another

NOW, THEREFORE, BE IT ORDAINED BY THE COUNCIL OF THE CITY OF
GLENDALE as follows

SECTION 1 That the following transfers of appropriation authorization in the adopted Fiscal Year 2011-12 budget are hereby authorized

[See Exhibit A attached hereto and
incorporated herein by reference]

PASSED, ADOPTED AND APPROVED by the Mayor and Council of the City of
Glendale, Maricopa County, Arizona, this ____ day of _____, 2012.

MAYOR

ATTEST.

City Clerk (SEAL)

APPROVED AS TO FORM

City Attorney

REVIEWED BY

City Manager

FY 2011-12 CleanUp Ordinance - Exhibit A (2nd Pass)

Line	Type of Transfer	Date	Transfer From				Transfer To						
			Fund	Rollup	* Div.	Division Description	Acct.	Amount	Fund	Rollup	Div	Division Description	Acct.
1	CIP Transfer	4th Qtr	1980	805	91002	Fund 1980 CIP Reserve	510200	84,850	1980	800	68123	Glendale Surface & Fac Parking	551200
2	CIP Transfer	4th Qtr	2000	805	91007	Fund 2000 CIP Reserve	510200	25,000	2000	800	68916	Bldg Repair Program	551200
3	Other Transfer	4th Qtr	1000	421	13040	Parks Maintenance	513400	25,000	1000	422	14720	Foothills Recreation Center	524400
4	Other Transfer	4th Qtr	1000	452	15220	Library	527400	75,000	1000	422	14720	Foothills Recreation Center	500400
5	Other Transfer	4th Qtr	1000	452	15220	Library	527800	30,000	1000	422	14720	Foothills Recreation Center	500400
6	Other Transfer	4th Qtr	1340	245	11910	Contingency Appropriation	510200	100,000	1000	151	10615	Outside Legal Fees	518200
7	Other Transfer	4th Qtr	1340	245	11910	Contingency Appropriation	510200	67,000	1000	131	10310	CM Office	500200
8	Other Transfer	4th Qtr	1840	331	34001	Grant Approp - Fire Dept	510200	19,000	1000	333	12492	Air-Med & Logistics Ops (HALO)	518200
9	Other Transfer	4th Qtr	1840	452	36006	Grant Approp - Library	510200	138,500	1260	452	15410	Library Book Fund	551400
10	Other Transfer	4th Qtr	1840	452	36006	Grant Approp - Library	510200	180,500	1260	452	15410	Library Book Fund	521000
11	Other Transfer (Sch4)	4th Qtr	1780	100	01780	Arena Special Revenue	701940	684,046	1540	100	01940	MPC Bond Debt	601780
12	Other Transfer (Sch4)	4th Qtr	2540	100	02540	Self-Insurance Rev	702560	200,000	2560	100	02560	Worker's Comp Revenues	602540



**MINUTES OF THE
GLENDALE CITY COUNCIL MEETING
Council Chambers
5850 West Glendale Avenue
June 26, 2012
7:00 p.m.**

The meeting was called to order by Mayor Elaine M Scruggs, with Vice Mayor Steven E Frate and the following Councilmembers present Joyce V Clark, Yvonne J Knaack, and Manuel D Martinez

Councilmembers Norma S Alvarez and H Philip Lieberman participated and voted by telephone

Also present were Horatio Skeete, Acting City Manager, Craig Tindall, City Attorney, and Pamela Hanna, City Clerk

Mayor Scruggs called for the Pledge of Allegiance and a moment of silence was observed

COMPLIANCE WITH ARTICLE VII, SECTION 6(c) OF THE GLENDALE CHARTER

A statement was filed by the City Clerk that the 12 resolutions and 5 ordinances to be considered at the meeting were available for public examination and the title posted at City Hall more than 72 hours in advance of the meeting

APPROVAL OF THE MINUTES OF THE JUNE 8, 2012 SPECIAL MEETING AND THE JUNE 12, 2012 REGULAR CITY COUNCIL MEETING

It was moved by Martinez, and seconded by Frate, to dispense with the reading of the minutes of the June 8, 2012 Special City Council meeting and the June 12, 2012 Regular City Council meeting, as each member of the Council had been provided copies in advance, and approve them as written. The motion carried unanimously.

BOARDS, COMMISSIONS AND OTHER BODIES

BOARDS, COMMISSIONS AND OTHER BODIES

This is a request for City Council to approve the recommended appointments to the following boards, commissions and other bodies that have a vacancy or expired term and for the Mayor to administer the Oath of Office to those appointees in attendance

GENERAL MUNICIPAL EXPENSES; ALL FOR THE FISCAL YEAR ENDING THE 30TH DAY OF JUNE, 2013; AND DECLARING AN EMERGENCY.

The telephonic connection with Councilmember Alvarez was lost.

It was moved by Frate, and seconded by Martinez, to approve Ordinance No. 2810 New Series. Motion carried on a roll call vote, with the following Councilmembers voting “aye”: Clark, Knaack, Martinez, Frate, and Scruggs. Members voting “nay”: Lieberman.

28 FISCAL YEAR 2011-12 BUDGET AMENDMENTS

Sherry M Schurhammer, Executive Director, Financial Services, presented this item

This is a request for City Council to adopt an ordinance approving the FY 2011-12 budget amendments

A budget amendment is a transfer of appropriation authority and most amendments are done to reconcile the prior fiscal year’s actuals savings with requested carryover Overall, the City of Glendale’s total FY 2011-12 budget appropriation across all funds is unchanged

Budget amendments are associated with appropriation changes between departments to accommodate actual spending activity The budget represents a plan for spending and is established several months before the current FY commenced As actual spending activity occurs, transfers of appropriation authority within and between departments is required to reflect changes to the initial spending plan The causes of changes to the initial spending plan can be summarized as follows unexpected expenses arise due to unforeseen circumstances and planned spending does not occur as work plans are modified to address changing circumstances

While Council approved a similar ordinance for FY 2011-12 at the May 22, 2012 evening meeting, another ordinance is required to capture unexpected year-end appropriation authority transfers that were needed since mid-May

Council approved a similar ordinance for FY 2011-12 on May 22, 2012

Council approved a similar ordinance for FY 2010-11 on January 24, 2012

Overall, the City of Glendale’s total FY 2011-12 budget appropriation across all funds remain unchanged

The recommendation is to waive reading beyond the title and adopt an ordinance approving the FY 2011-12 budget amendments

Sherry M Schurhammer, Executive Director, Financial Services, presented the summary

Mayor Scruggs asked if anyone had any questions regarding this item No Well she will ask some about the things that usually get people’s attention Looking at the little chart here, go to the second

one from the bottom please. And tell us what the transfer from arena special revenue of \$884,046 to MPC bond debt is? Is that just a regular thing that goes on every year?

Ms Schurhammer explained staff plans on a transfer from the arena special revenue fund every year which is where the sales tax generated at arena and Westgate area as well as the fees that are paid for arena rents and so on and where all that revenue goes. She noted staff makes an estimate of how much will come in when they establish the budget. She said they were showing that a transfer will be made to the MPC bond debt service and will reduce the general fund transfer that was budgeted for this year for MPC bond debt since more came in than expected.

Mayor Scruggs commented that this is what Council wants to have happen. Council wants to have a lot of arena special revenue to go pay the MPC bond debt so the city doesn't have to take it out of the general fund. Yes it's a good thing but it's just one of those things that just sticks out that people might wonder about. Now the city had contingency appropriation of \$100,000 for outside legal fees. That's because so many people – why would that be Mr Tindall?

Mr Tindall explained this was part of accommodating some legal expenses that came up during the year.

Mayor Scruggs asked if these were things that no one knew were going to come along and things happen and so on?

Mr Tindall replied yes and added that legal can only make an estimate of what will happen during the course of the year.

Mayor Scruggs stated that she was just going to be nosy and ask why \$67,000 needs to go to the city manager's office. The mayor's office gave up \$74,000 this go around plus \$20,000 the previous one. Now she is just curious.

Ms Schurhammer explained they sometimes have to do this when a department has a small budget. She said that in this case, there were some contractual obligations needed to be fulfilled with the former city manager. She added they did not foresee a retirement last year, therefore this was not budgeted for.

Ordinance No. 2811 New Series was read by number and title only, it being AN ORDINANCE OF THE COUNCIL OF THE CITY OF GLENDALE, MARICOPA COUNTY, ARIZONA, AUTHORIZING THE TRANSFER OF APPROPRIATION AUTHORIZATION BETWEEN BUDGET ITEMS IN THE ADOPTED FISCAL YEAR 2011-12 BUDGET.

It was moved by Martinez, and seconded by Knaack, to approve Ordinance No. 2811 New Series. Motion carried on a roll call vote, with the following Councilmembers voting "aye": Clark, Knaack, Martinez, Frate, and Scruggs. Members voting "nay": Lieberman.

RESOLUTIONS

29 FEE ADJUSTMENTS FOR PARKS, RECREATION AND LIBRARY SERVICES

ATTACHMENT H



February 24, 2009

Ms Lupe Sierra
Deputy HR Director (Comp & Benefits)
City of Glendale
5850 West Glendale Avenue
Glendale, Arizona 85301

**RE: City of Glendale Incurred but Not Reported Claim Reserves Calculated as of
November 30, 2008**

Dear Ms Sierra

This letter presents the incurred but not yet reported (IBNR) claim reserve as of November 30, 2008. The incurred but not yet reported claim reserve provides an estimate of outstanding claim payments for services already delivered to plan members, but the claim has not yet been received by the administrator for payment. The estimate also includes a margin to allow for the administrative settlement expense associated with paying IBNR claims in the situation of a plan closure.

The IBNR claim reserves were primarily developed through an analysis of claim lag patterns as provided by Blue Cross Blue Shield of Arizona. This process compares the date the covered service was provided to the date the claim was actually paid to determine the average time it takes to pay all services provided in a particular month. This allows for the development of the average amount of remaining claim liability.

The table below provides the IBNR claim reserves and the administrative settlement expense component for the self-funded Medical and Prescription Drug benefits combined. The IBNR amounts shown in Table 1 are as of November 30, 2008.

Table 1
Incurred but not yet Reported Claim Reserve
As of November 30, 2008

Benefit Plan	IBNR Liability
Medical and Prescription Drugs	\$ 1,203,000
Administrative Settlement Cost	<u>188,000</u>
Total IBNR Liability	\$ 1,391,000

In my opinion, the IBNR amounts shown in Table 1 were

- developed in accordance with accepted actuarial standards consistently applied and are fairly stated in accordance with sound actuarial principals,
- are based on actuarial assumptions relevant to contract provisions and appropriate to the purpose for which the statement was prepared,
- meet the requirements of the laws of the State of Arizona,
- make a good and sufficient provision for all unpaid claims and other actuarial liabilities of the organization under the terms of its contracts and agreements, and
- include appropriate provision for all actuarial items that ought to be established.

I certify that the amounts shown make due and sufficient provision for the outstanding claim liability for the City of Glendale

The City of Glendale has also provided Estimated Fund Balances as of September 30, 2008 for Medical, Dental, Vision, Life, and Other employee benefit plans. These fund balances were provided on both GAAP and Budget accounting bases. Table 2 on the following page develops the recommended restricted and unrestricted reserves as of September 30, 2008 on both accounting bases

Table 2
Recommended Reserve Balances
As of September 30, 2008

	GAAP Basis	Budget Basis
Estimated Fund Balance on 9/30/2008	\$ 5,044,774	\$ 7,897,700
Less Restricted Reserve per Table 1	<u>1,391,000</u>	<u>1,391,000</u>
Unrestricted Reserve on 9/30/2008	\$ 3,653,774	\$ 6,506,700

It is also known that the City of Glendale has an additional deposit of about \$1.4 million with Blue Cross Blue Shield of Arizona. That amount currently covers the calculated restricted reserve. This means that under the terms of the 2008-2009 fiscal year contract with Blue Cross Blue Shield of Arizona, the full September 30 Estimated Fund Balances under both accounting bases could be considered unrestricted at this time.

The calculated IBNR liability is based on the current 2008-2009 fiscal year contract with Blue Cross Blue Shield of Arizona for the self-funded medical and pharmacy plans only. The current contract has a maximum claim liability cap in place for the City of Glendale. That maximum liability provision is also included in the 2009-2010 fiscal year contract.

Based on the protection provided under the aggregate stop-loss contract through at least June 30, 2010, a one month premium holiday which would reduce unrestricted reserves by about \$1.67 million would not be considered imprudent at this time under either accounting basis.

If the aggregate coverage is removed, the calculated IBNR liability (restricted reserve) would increase accordingly. This change would lower and increase the importance of holding the unrestricted reserve amounts provided in the above table and discussion.

If you have any questions or need further information, please call me at 619-725-1769.

Sincerely,



James A. Summers, F.S.A., M.A.A.A.
Director and Consulting Actuary

cc. JoAnn Cipiti, Buck Consultants

ATTACHMENT I

GLENDALE CITY COUNCIL BUDGET WORKSHOPS

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City-Wide & Priority Supplementals

Fund	Dept.	Department Name	Division Name	Title	Supp. Num	FTE	Mgt. Team Recommendation		Detail Page #	
							Ongoing	One-Time		
1000	11210	Admin Svcs Admin	Administration Services Admin	O&M for the Convention Center Cable Studio, Media Center & Parking Structure	1081007		\$1,326,840	\$25,000	3	
Total Admin Svcs Admin								\$1,326,840	\$25,000	
1000	16010	Economic Development	Economic Development	Downtown Parking Structure O&M	1601002		\$156,400	(\$32,033)	5	
Total Economic Development								\$156,400	(\$32,033)	
1120	13610	Field Operations	Equipment Replacement	Vehicle Repl Fund Contribution Reinstatement (GF)	1361001		\$0	\$505,606	7	
Total Field Operations								\$0	\$505,606	
1000	11020	Human Resources	Employee Benefits	Citywide Compensation Increase (All Funds)	1102001		\$5,813,528	\$0	9	
1000	11020	Human Resources	Employee Benefits	Citywide Retirement Increase (All Funds)	1102002		\$359,453	\$0	11	
1000	11020	Human Resources	Employee Benefits	Citywide Benefits Increase (All Funds)	1103006		\$905,000	\$0	13	
Total Human Resources								\$7,077,981	\$0	
1140	11530	Info Technology	Technology Replacement	Technology Repl Fund Administrator (Approp Only)	1153001	1	\$0	\$0	15	
1140	11530	Info Technology	Technology Replacement	Technology Repl Fund Contribution Reinstatement (GF)	1153002		\$0	\$403,626	17	
Total Info Technology							1	\$0	\$403,626	
1000	11801	Non-Departmental	Fund 1000 Non-Dept	Motor Fuels City-Wide Funding Increase (Gas/Diesel)	1180102		\$556,300	\$370,000	19	
Total Non-Departmental								\$556,300	\$370,000	
1000	16230	Rebates & Incentives	Redevelopment Land Acquisition	Downtown Beautification & Promotion	1623002	4	\$328,739	\$473,976	21	
Total Rebates & Incentives							4	\$328,739	\$473,976	

FY 2007-08 Supplemental Request Sheet

Employee Benefits

(1000-11020)

Citywide Benefits Increase (All Funds)

<u>Total Ongoing Expense</u>	<u>Total One-Time Expense</u>	<u>Grand Total Expense</u>
\$905,000	\$0	\$905,000

DESCRIPTION

The City of Glendale annually reviews the claims utilization and trends in order to estimate the health plan costs for the following fiscal year. Based on the high claims experience and utilization for the current year and incorporating an insurance trend factor that considers health care inflation, technology and potential legislative changes, we estimate the following increases in plan costs for the next plan year:

Medical \$2,370,000 (The premium increase of 15.5% for the PPO medical plan and 18.5% for the HMO medical plan increases the city's costs by \$1,800,000 and the employees' costs by \$570,000. \$1,000,000 will be withdrawn from the Employee Health Care Fund to reduce the City's budget impact for the medical plan to \$800,000.)

Dental \$221,000 (The premium increase of 15% for the Delta Dental plan increases the city's costs by \$105,000 and the employees' costs by \$116,000.)

Vision \$0 (Current rates are guaranteed through 6/30/09. The City contributes a flat \$2 per month per employee that collects vision coverage.)

The impact to the general fund and all other funds based on a percentage of staffing ratios is estimated as follows:

General Fund (73%)	Other Funds (27%)
Medical \$584,000	Medical \$216,000
Dental \$77,000	Dental \$28,000
Vision \$0	Vision \$0

SERVICE BENEFITS

The City's employee benefit plan helps to attract and retain high-quality employees by providing a comprehensive package of benefits that protects plan participants physically and financially. Employees value the health plan choices and quality health plan providers available to them through the city's employee benefit plan. The city's comprehensive benefit program demonstrates that the city places a high value on the welfare of its employees.

COST RECOVERY

In order to keep a quality medical plan, the Total Compensation Committee comprised of employees from various departments in the City, recommends plan design changes in order to mitigate the cost increase required and to drive consumerism. A change in the cost-sharing for the medical plan is also recommended to reflect the increased cost of this plan and to reflect the higher cost of the HMO plan. The Committee's recommendation is to increase the employee contribution for single medical coverage from \$12.00 per pay period to \$15.00 for the PPO medical and from \$12.50 per pay period for the HMO medical plan to \$17.50. The employer/employee cost-sharing on the dependent portion of the medical premium would remain at two-thirds paid by the City and one-third paid by the employee.

OTHER INNOVATIONS

Through educational efforts aimed at encouraging consumerism, we've seen improvements in the utilization of emergency room services and the use of generic drugs. The city's health plan has saved considerably because more plan participants are using the more cost-effective urgent care centers instead of the hospital emergency room. Using the city's wellness program to provide immunization clinics for the prevention of hepatitis, flu and pneumonia as well as providing mammography screenings on-site has provided a convenient and cost-effective delivery of preventive services. Human Resources will continue to identify opportunities to provide quality, cost-effective programs that employees value and that help the city accomplish its strategic objectives.

Supp Grp and # 0 1103006

FY 2007-08 Supplemental Request Sheet

Employee Benefits

(1000-11020)

Citywide Benefits Increase (All Funds)

Total Ongoing Expense
\$905,000

Total One-Time Expense
\$0

Grand Total Expense
\$905,000

Account	Item	Description	Cost	Ongoing	FTEs
504000	01	Medical Increase - GF	\$584,000	Y	
504000	02	Medical Increase - Other	\$216,000	Y	
504000	03	Dental Increase - GF	\$77,000	Y	
504000	04	Dental Increase - Other	\$28,000	Y	

Supp Grp and # 0 1103006

ATTACHMENT J



EXPENDITURES

The FY 2008 Operating Budget

The FY 2008 Operating Budget totals \$363.2 million, which is an increase of \$26.3 million or 7.8% higher than the FY 2007 budget of \$337.0 million.

One-time additions to the budget account for \$14.9 million. These additions will not recur in future years, and include costs related to equipment purchases for both new and existing facilities, staffing and training costs related to the Super Bowl, contractual services for Westgate and other major developments, downtown beautification and promotion projects and other one-time expenditures related to new hires throughout the city.

Ongoing additions to the budget total \$28.5 million. These additions are attributable to employee merit and pay range adjustments, operations and maintenance expenses related to the Convention Center-Media Center-Cable Studio-Parking Structure at Westgate and the Public Safety Training Facility, staffing expenses for NFL football games and other events, water/sewer expenses, motor fuels and additional staffing throughout the city.

Operating Budget Changes

There are several significant additions to the city's operating budget. In FY 2008, public safety was once again a priority, but Council still managed to address critical operating needs throughout the organization as well. In fact, the overall staffing throughout the organization was increased to meet the everyday demand for city services. The City's authorized staffing increased by 69.0 full-time equivalents (FTE's) over last year. Examples of some of the permanent positions and other significant non-staffing additions to the FY 2008 budget include

- The Police Department added 14 permanent positions, five in the General Fund and nine in the Police Special Revenue Fund. These positions consisted of ten police officers, two management aides and two police communication specialists. Other non-staffing related base budget increases addressed needs for prisoner maintenance, vehicle and systems maintenance, additional patrol cars, motor fuels and equipment to outfit public safety personnel.
 - The Fire Department added six firefighter positions in FY 2008, three within the General Fund and three within the Fire Special Revenue Fund to augment the six positions they received during FY 2007 for the Glendale Regional Public Safety Training Facility. Other non-staffing related base budget increases addressed needs for costs associated with dispatching and communications through the Phoenix Regional Dispatch service, emergency medical services overtime, vehicle repairs, motor fuels and building maintenance.
-

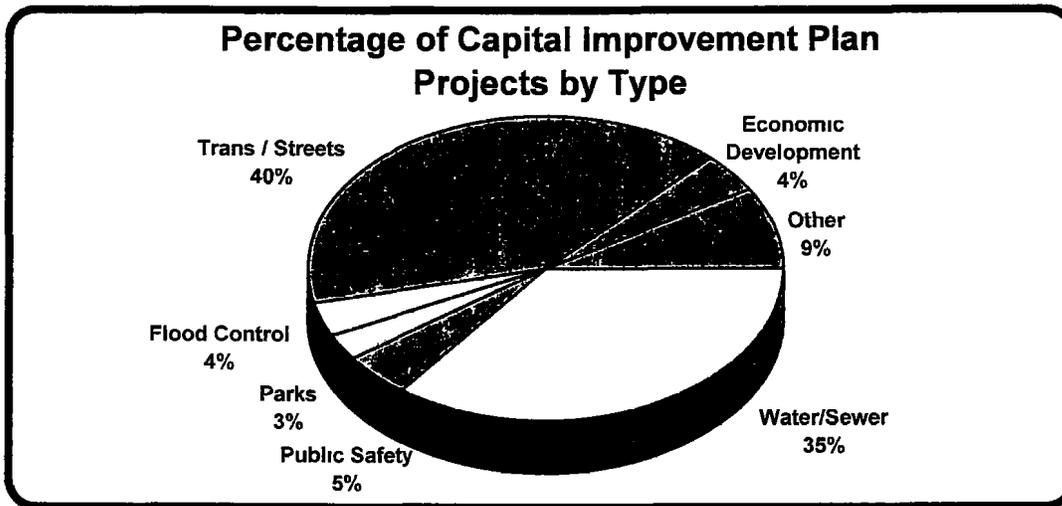
Sanitation Fund Expenditures

The total operating budget for FY 2008 is \$14.7 million, up 4.1% from \$14.1 million in FY 2007. Increasing demands within the residential loose trash division will require the addition of three service workers and a crew leader in FY 2008. The cost to pay and outfit the additional crew is \$362,207. The sanitation roll-off division will also be adding one additional employee to keep up with growth and there were increases related to the cost for disposal fees that further increased the base budget in FY 2008. The FY 2008 capital budget includes \$2.8 million for the purchase of both front and side load trucks, as well as equipment replacement.

Benefits Trust Fund Expenditures

The Benefits Trust Fund was created in FY 2001 to track city and employee health care contribution payments and to pay health insurance policy premiums for employees and retirees. The fund has an operating budget of \$23.1 million for FY 2008, which represents an increase of 17.7% from FY 2007 and reflects the rising costs of healthcare premiums and medical claims payments, as well as an increase in the number of FTE's employed by the City. The beginning fund balance is projected to be approximately \$4.7 million. \$1.0 million of this amount will be used during FY 2008 to help offset the increasing costs of health, dental and life insurance expenses. Therefore, the ending fund balance is projected to be \$3.7 million in FY 2008.

Capital Improvement Plan Expenditures



The total capital improvement budget for FY 2008 is \$418.8 million. This includes carryover appropriation from FY 2007 of \$195.0 million to complete existing projects and \$223.8 million for new projects. This is a slight decrease of \$16.2 million, or 3.7%, compared to the FY 2007 capital improvement budget of \$435.0 million. For more details, please refer to the *Capital Improvement Plan* section of this document.

ATTACHMENT K

EXPENDITURES

The FY 2009 Operating Budget

The FY 2009 Operating Budget totals \$376.9 million, which is an increase of \$13.7 million or 3.8% from the FY 2008 budget of \$363.2 million.

Ongoing additions to the budget total \$13.2 million. These additions are attributable to

- employee merit and pay range adjustments,
- public safety and elected officials retirement system increases,
- public safety staffing, equipment and operating expenses,
- electricity and utilities increases, and
- operations and maintenance expenses related to new or expanded city facilities including the new downtown parking garage's Promenade at Paltaire, the Equestrian Staging Area at the Grand Canal Linear Park and the Western Area Regional Park to name a few.

One-time additions to the budget account for \$12.9 million. These additions will not recur in future years, and include costs related to

- equipment purchases for both new and existing facilities,
- neighborhood improvement grants,
- contractual services for the Westgate area and other major developments,
- additional electricity and utilities expenses that will be added to the ongoing budget in FY 2010 once the full impact of future rate increases is known,
- pay-as-you-go capital projects and
- other one-time expenditures required to outfit new hires throughout the city, including 52 public safety personnel.

Operating Budget Changes

There are several significant additions to the city's operating budget. In FY 2009, public safety was once again a priority, but City Council still managed to address critical operating needs throughout the organization as well. In fact, the overall staffing throughout the organization was increased to meet the everyday demand for city services. The City's authorized staffing increased by 104.0 full-time equivalents (FTE's) over last year. Examples of some of the permanent positions and other significant non-staffing additions to the FY 2009 budget include

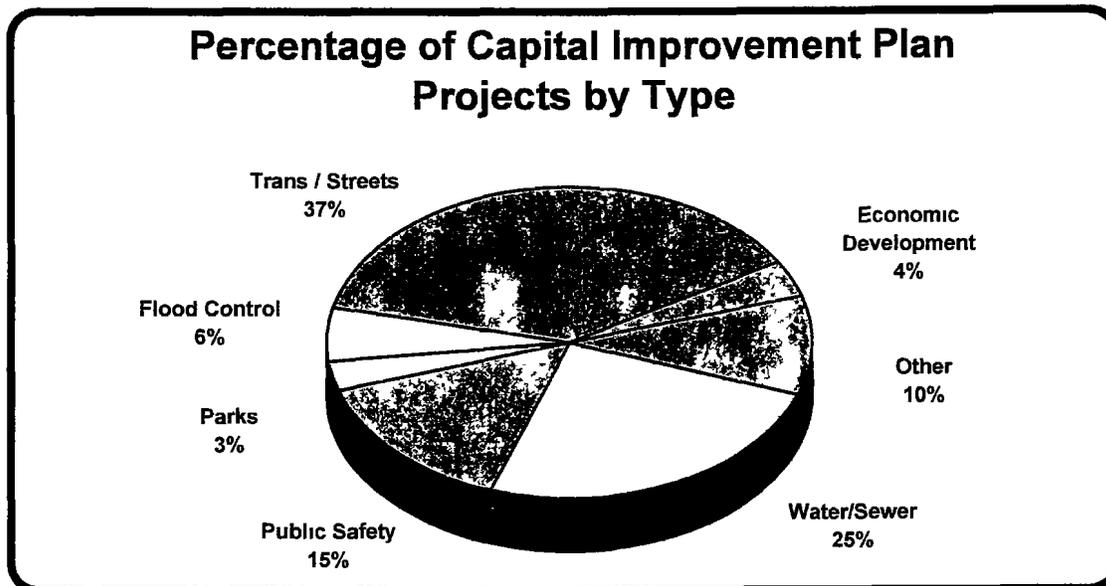
- The Police Department is adding 41 permanent positions in the FY 2009 budget using funding from the public safety sales tax adjustment that Glendale voters approved in a September 2007 election. These positions within the Police Special Revenue Fund include 16 police officers, six detectives, two background investigators, two accident investigators, two motor officers, and two booking expeditors to name a few.
-

Benefits Trust Fund Expenditures

The Benefits Trust Fund was created in FY 2001 to track city and employee health care contribution payments and to pay health insurance policy premiums for employees and retirees. The fund currently administers the medical, dental, life insurance and vision plans and coverage for both premiums and claims related expenses. The fund has an operating budget of \$24.5 million for FY 2009. This represents a modest increase of 6.1% from FY 2008 and reflects the rising costs of healthcare premiums and medical claims payments, as well as an increase in the number of FTE's employed by the City, which totaled 104 FTE's for FY 2009.

The beginning fund balance is projected to be approximately \$4.7 million. \$1.0 million of this amount is planned to be used during FY 2009 to help offset the increasing costs of health, dental and life insurance expenses. The City was able to take this approach in part because claims activity was favorable during first half of FY 2008. Therefore, the ending fund balance is projected to be \$3.7 million in FY 2009.

Capital Improvement Plan Expenditures



The total capital improvement budget for FY 2009 is \$391.9 million, and 77% of this amount relates to transportation, public safety, water and sewer projects. The \$391.9 million includes carryover appropriation from FY 2008 of \$150.0 million to complete existing projects and \$241.9 million for new projects. This is a decrease of \$26.9 million, or 6.4%, compared to the FY 2008 capital improvement budget of \$418.8 million. The reduction was primarily driven by a year over year reduction in budgeted carryover by \$45.0 million (\$150.0 million in FY 2009 versus \$195.0 million in FY 2008). For more details, please refer to the *Capital Improvement Plan* section of this document.

ATTACHMENT L

EXPENDITURES

The FY 2010 Operating Budget

The FY 2010 Operating Budget totals \$341.3 million, which is a decrease of \$35.6 million or 9.4% from the FY 2009 budget of \$376.9 million.

The operating budget continues to focus on the Mayor and Council strategic goals and will carry on the process of transforming the vision of one community into reality. The budget also reflects the constrained and challenging economic conditions that the nation currently faces. Several expenditure management measures and budget reductions have been implemented over the last several months. These measures were implemented while keeping our focus on providing key services that sustain Council's strategic goals while we manage the current economic downturn.

The budget strategy proposed for steering the city through the rest of this economic downturn is based on a phased approach intended to balance the budget and think beyond the current recession in order to position the city for future success. This strategy's focus is to

- avoid layoffs,
- maintain essential services based on sound business decisions that reflect customer demand and efficient processes,
- minimize impacts to the public and
- communicate effectively with employees and the public regarding the city's response to the current economic challenges.

A municipality is a service organization, and knowledgeable, skilled employees are the most important component of providing quality services to our residents and businesses. The phased budget strategy is designed to attain a fiscally responsible budget while not severely diminishing the valuable services we provide to the community.

Operating Budget Changes

The starting point for the FY 2010 operating base budget is the current fiscal year's ongoing base budget. This base budget includes a 4.5% (or \$1.1M) that was implemented in FY 2008 and a 6% (or \$1.5M) ongoing reduction in the non-salary accounts for all General Fund departments that was implemented during FY 2009. This first round of reductions excluded public safety departments. The FY 2010 operating base budget also reflects an additional 15% (or \$3.4M) ongoing reduction to GF non-salary accounts. While these cuts were not made to the Police and Fire Department budgets in FY 2009, their spending was reduced to match decreases in designated sales tax revenues. For FY 2010, the public safety departments will implement non-salary reductions averaging 5.4% (or \$548,910).



budget The remaining amount, or \$733,245, is used for solid waste administration and landfill gas management

The FY 2010 capital budget is made up of almost entirely carryover appropriation for landfill soil excavation of the north area which will open once the south area closes, an entrance signal on Glendale Avenue, bull dozer and loader replacements, material recycling process improvements, storm water drainage and liner installation projects These carryover projects make up 99% of the total capital budget of \$7.5 million The Landfill Fund also has a \$2.0 million contingency appropriation and will be used at City Council discretion for any unplanned emergencies

FY 2010 will be the ninth full year of operation for the recycling program, which includes the recycling education and inspection programs and the full cost of the materials recycling facility Recycling accomplishes a number of city objectives, such as improving the environment, extending the useful life of Glendale's landfill, and generating revenue from the sale of reusable materials

Benefits Trust Fund Expenditures

The Benefits Trust Fund was created in FY 2001 to track city and employee health care contribution payments and to pay health insurance policy premiums for employees and retirees The fund currently administers the medical, dental, life insurance and vision plans and coverage for both premiums and claims related expenses The fund has an operating budget of \$24.5 million for FY 2010 The operating budget is unchanged from FY 2009 and reflects the multi-year healthcare premium agreements in place today, a stabilization of medical and dental claims payment history, a slight decrease in the number of authorized FTE's year over year, as well as a significant number of frozen and/or retirement positions that will be kept vacant during FY 2010

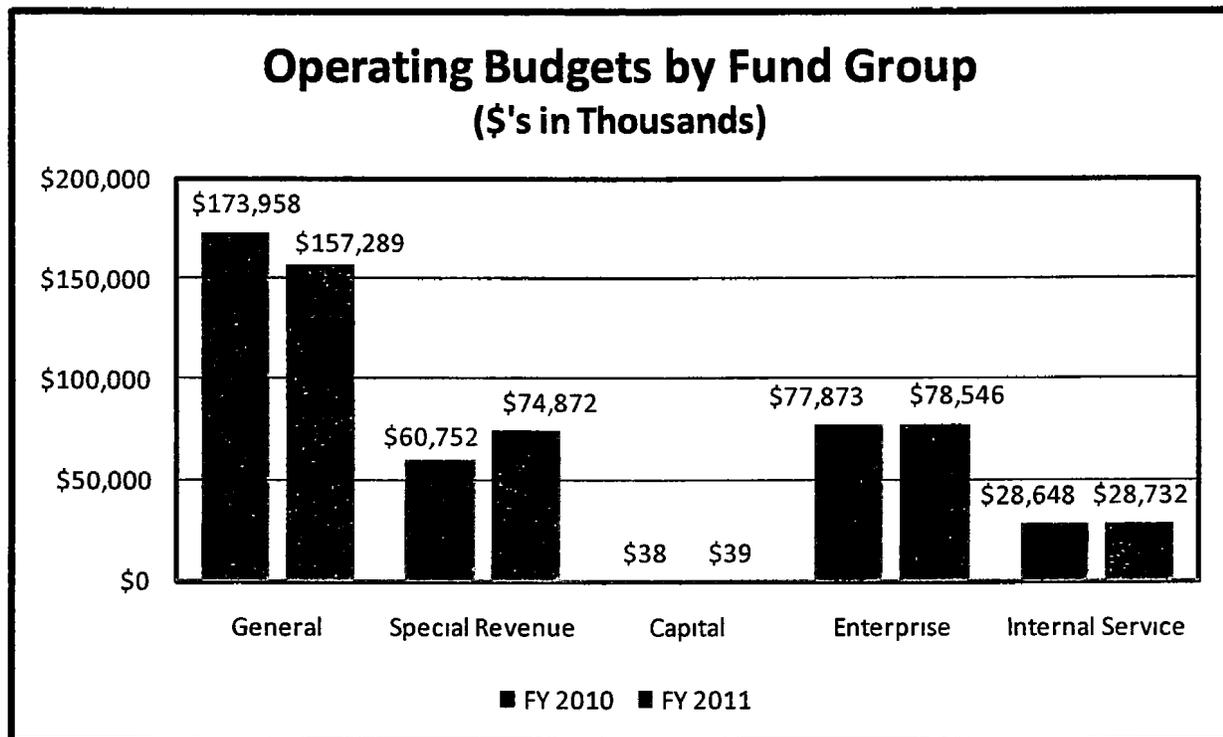
The beginning fund balance is projected to be approximately \$5.0 million and the fund is conservatively projected to end the year with \$3.9 million This \$1.1 million reduction in fund balance is a direct result of management's decision to keep the operating budget flat year over year instead of reducing it to account for a decreasing workforce and the frozen/retirement vacancies This conservative approach followed with the operating budget will allow the fund to cover any unfavorable fluctuations in medical and dental claims history throughout FY 2010 If these claims do not materialize during FY 2010, then any unused portion of the operating budget will remain in the fund balance at year end

ATTACHMENT M

EXPENDITURES

The FY 2011 Operating Budget

The FY 2011 operating budget totals \$339.5 million, which is a decrease of 0.5% (\$1.8 million) from the FY 2010 budget of \$341.3 million. It is important to note that FY 2011 operating budget decreases totaling \$16.7 million in the general fund group were offset by a \$14.1 million increase in the special revenue fund group. The special revenue fund group includes federal and state related grant fund appropriation increases pertaining to the Neighborhood Stabilization Program, Community Development Block Grants, American Recovery and Reform Act and other grants. A comparison of the operating budget fund group changes from FY 2010 to FY 2011 appears below.



The starting point for the FY 2011 operating base budget is the current fiscal year's ongoing base budget. It continues to focus on the Mayor and Council strategic goals and will carry on the process of transforming the vision of one community into reality. The operating budget also reflects the constrained and challenging economic conditions that the nation currently faces. Several expenditure management measures and budget reductions have been incorporated into the balanced operating budget and are discussed in detail in the section of this book titled *City Manager's Budget Message*. These measures were implemented while keeping our focus on providing key services that sustain Council's strategic goals while we manage the current economic downturn.

BUDGET SUMMARY

Expenditures



\$2.2 million and other recycling at \$940,620, all of which accounts for 86.5% of the operating budget. The remaining amount, or \$951,855, is used for solid waste administration and landfill gas management. The FY 2011 capital budget totals \$1.9 million and the Landfill Fund also has a \$2.0 million contingency appropriation to be used at City Council discretion for any unplanned emergencies.

FY 2011 will be the ninth full year of operation for the recycling program, which includes the recycling education and inspection programs and the full cost of the materials recycling facility. Recycling accomplishes a number of objectives such as improving the environment, extending the useful life of Glendale's landfill, and generating revenue from the sale of reusable materials.

Sanitation Fund Expenditures

The total operating budget for FY 2011 is \$13.9 million, which represents a 4% decrease from the \$14.5 million in FY 2010. Residential curb service includes trash, recycling and loose trash collection and accounts for \$9.5 million or 68% of the operating budget. The commercial front-load and roll-off divisions account for another \$4.4 million. The FY 2011 capital budget includes \$1.3 million for the purchase of side load refuse trucks and replacement pickup trucks.

Benefits Trust Fund Expenditures

The Benefits Trust Fund is used to track city and employee health care contribution payments and to pay health insurance policy premiums for employees and retirees. The fund currently administers the medical, dental, life insurance and vision plans and coverage for both premiums and claims related expenses. The fund has an operating budget of \$24.5 million for FY 2011.

The City of Glendale will contribute \$14.1 million to this fund in FY 2011 of which \$9.2 million is from the GF. The \$14.1 million is \$1.3 million less than the FY 2010 contribution of \$15.4 million, of which \$10.5 million was from the GF.

The beginning fund balance is projected to be approximately \$2.6 million and the fund is projected to end the year with \$113,328. This reduction in fund balance is a direct result of management's decision to keep the operating budget flat year over year instead of reducing it to account for a decreasing workforce and the frozen/retirement vacancies. This conservative approach will allow the fund to cover any unfavorable fluctuations in medical and dental claims throughout FY 2011. If these claims do not materialize during FY 2011, then any unused portion of the operating budget will remain in the fund balance at year end.

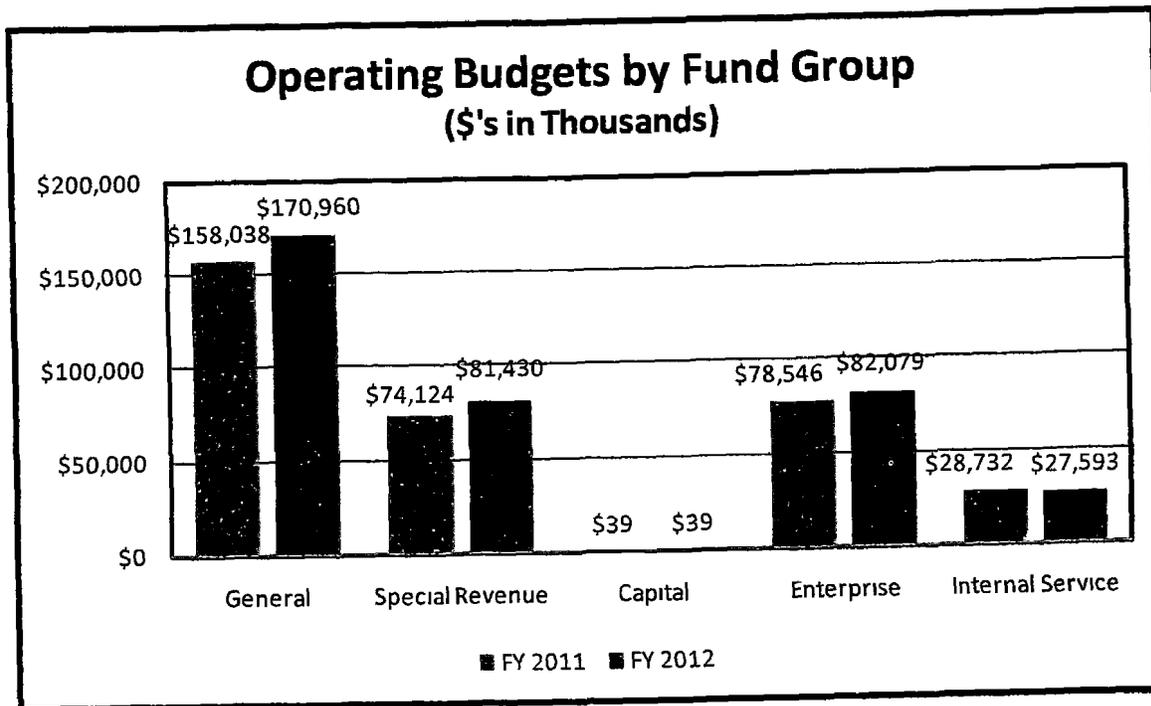
Capital Improvement Plan Expenditures

The total capital improvement budget for FY 2011 is \$194.4 million, and 91.3% of this amount relates to transportation, public safety, flood control, and water and sewer projects. The \$194.4 million includes carryover appropriation from FY 2010 of \$96.7 million to complete existing projects and \$97.7 million for new projects. This is a decrease of \$97.2 million, or 33.3%.

EXPENDITURES

The FY 2012 Operating Budget

The FY 2012 operating budget totals \$362.1 million, which is an increase of 6.7% (\$22.6 million) from the FY 2011 budget of \$339.5 million. It is important to note that the FY 2012 general fund group included operating budget decreases totaling \$7.1 million that were offset by the addition of a \$20 million arena management fee that is new for FY 2012. The special revenue fund group will increase \$7.3 million due to federal and state related grant appropriation increases pertaining to the new Neighborhood Stabilization Program III funding, as well as additional planned spending within the Police Sales Tax and RICO funds. The Public Housing budget will increase by \$4.1 million within the enterprise group due to additional state funding being provided for community housing services. A comparison of the operating budget fund group changes from FY 2011 to FY 2012 appears below.

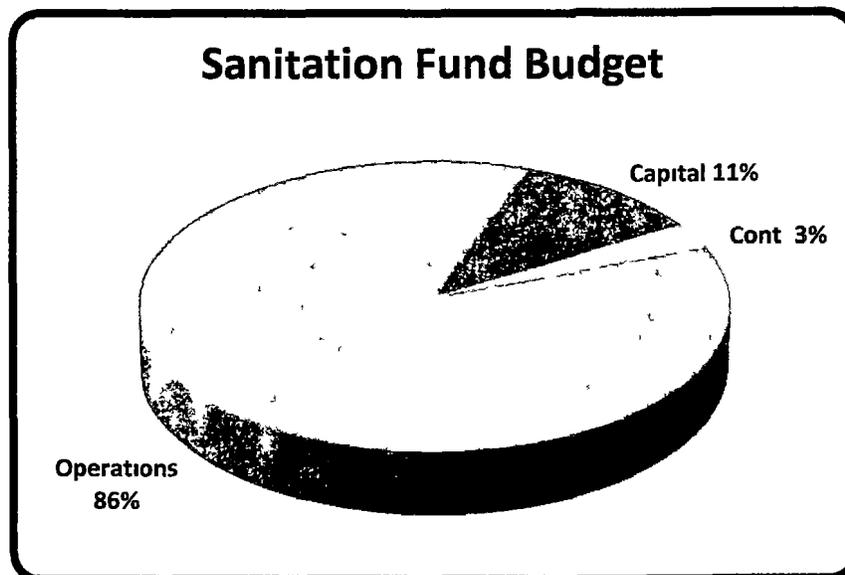


The starting point for the FY 2012 operating base budget is the current fiscal year's ongoing base budget. It continues to focus on the Mayor and Council strategic goals and will carry on the process of transforming the vision of one community into reality. The operating budget also reflects the constrained and challenging economic conditions that the nation currently faces. Several expenditure management measures and budget reductions have been incorporated into the balanced operating budget and are discussed in detail in the section of this book titled *City Manager's Budget Message*. These measures were implemented while keeping our focus on providing key services that sustain Council's strategic goals while we manage the current economic downturn.

budget The remaining amount, or \$977,584, is used for solid waste administration and landfill gas management The FY 2012 capital budget totals \$1.7 million and the Landfill Fund also has a \$2.0 million contingency appropriation to be used at City Council discretion for any unplanned emergencies

FY 2012 will be the tenth full year of operation for the recycling program, which includes the recycling education and inspection programs and the full cost of the materials recycling facility Recycling accomplishes a number of objectives such as improving the environment, extending the useful life of Glendale's landfill, and generating revenue from the sale of reusable materials

Sanitation Fund Expenditures



The total operating budget for FY 2012 is \$14.6 million, which represents a 5% increase from the \$13.9 million in FY 2011, but it is in line with the \$14.5 million in FY 2010 Residential curb service includes trash, recycling and loose trash collection and accounts for \$10.4 million or 71% of the operating budget The commercial front-load and roll-off divisions account for another \$4.2 million The FY 2012 capital budget

includes \$1.9 million for the purchase of side load refuse trucks and replacement pickup trucks, which makes up 11% of the total operating budget The Sanitation Fund has a \$500,000 contingency appropriation to be used at City Council discretion for any unplanned emergencies

Benefits Trust Fund Expenditures

The Benefits Trust Fund is used to track city and employee health care contribution payments and to pay health insurance policy premiums for employees and retirees The fund currently administers the medical, dental, life insurance and vision plans and coverage for both premiums and claims related expenses The fund has an operating budget of \$23.1 million for FY 2012

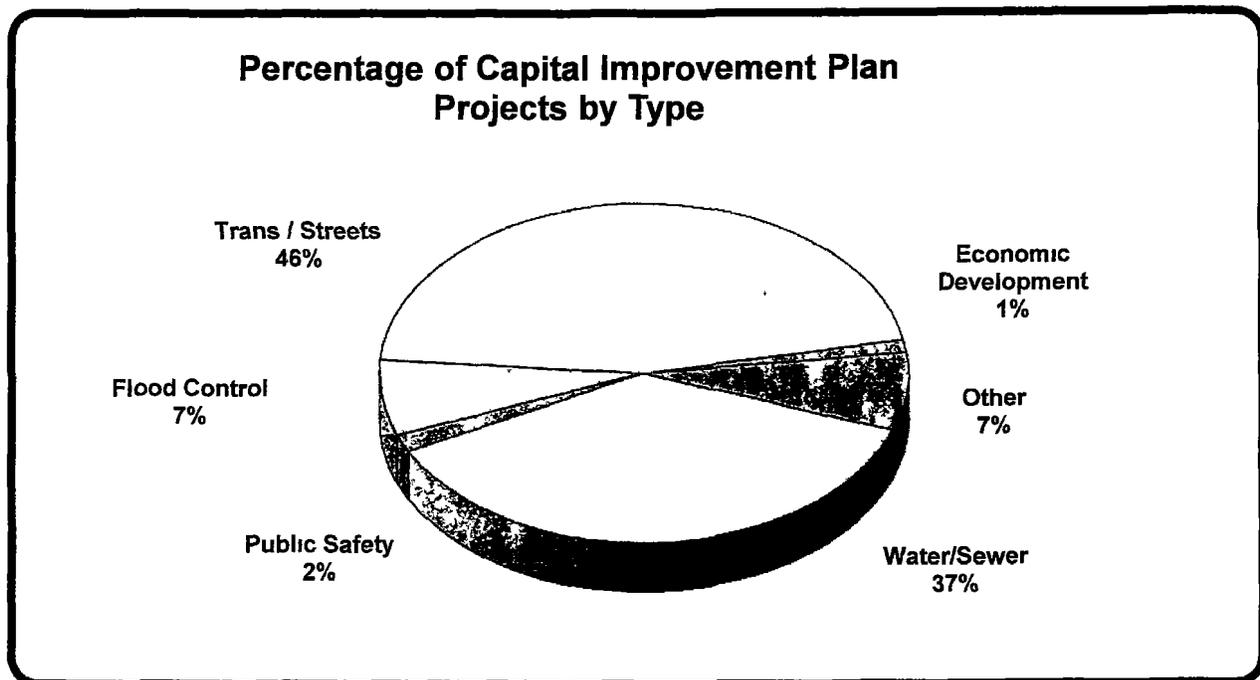
The City of Glendale will contribute \$14.2 million to this fund in FY 2012 of which \$9.2 million is from the GF employer contributions Additional revenue in this fund includes employee contributions totaling \$4.3 million and retiree contributions totaling \$3.4 million Modest interest earnings projected at \$17,588 bring total revenues into the fund to \$21.9 million for FY 2012

The beginning fund balance is projected to be approximately \$2.6 million and the fund is projected to end the year with \$1.4 million. This reduction in fund balance is a direct result of management's decision to keep benefit rates flat year over year by using some fund balance to cover any medical and dental expenditures over the \$21.9 million coming into the fund as revenue. The FY 2012 operating budget is \$23.1 million, which is a reduction of \$5.6 million from the FY 2011 operating budget of \$28.7 million.

Capital Improvement Plan Expenditures

The total capital improvement budget for FY 2012 is \$144.2 million, and 91.4% of this amount relates to transportation, public safety, flood control, and water and sewer projects. The \$144.2 million includes carryover appropriation from FY 2011 of \$94.5 million to complete existing projects and \$49.7 million for new projects. This is a decrease of \$50.2 million, or 25.8%, compared to the FY 2011 capital improvement budget of \$194.4 million. The reduction was primarily driven by a year over year reduction in the new funding included in the FY 2011 capital budget (\$97.4 million) versus FY 2012 (\$49.7 million) that accounted for \$47.7 million of the decrease. A decrease in funding for carryover capital projects of \$2.5 million accounted for the remaining year over year reduction.

The graph below shows the percentage of capital improvement plan projects by type and as a percentage of the whole. The graph includes new funding and carryover for FY 2012. For more details, please refer to the *Capital Improvement Plan* section of this document.



EXPENDITURES

The FY 2013 Operating Budget

The starting point for the FY 2013 operating base budget is the current fiscal year's ongoing base budget. It continues to focus on the Mayor and Council strategic goals and will carry on the process of transforming the vision of one community into reality. The operating budget also reflects the constrained and challenging economic conditions that the nation currently faces.

The FY 2013 operating budget totals \$347.7 million, which is a decrease of 4% (\$14.4 million) from the FY 2012 budget of \$362.1 million. The graph below shows a comparison of the changes in the operating budget from FY 2012 to FY 2013 by fund grouping.

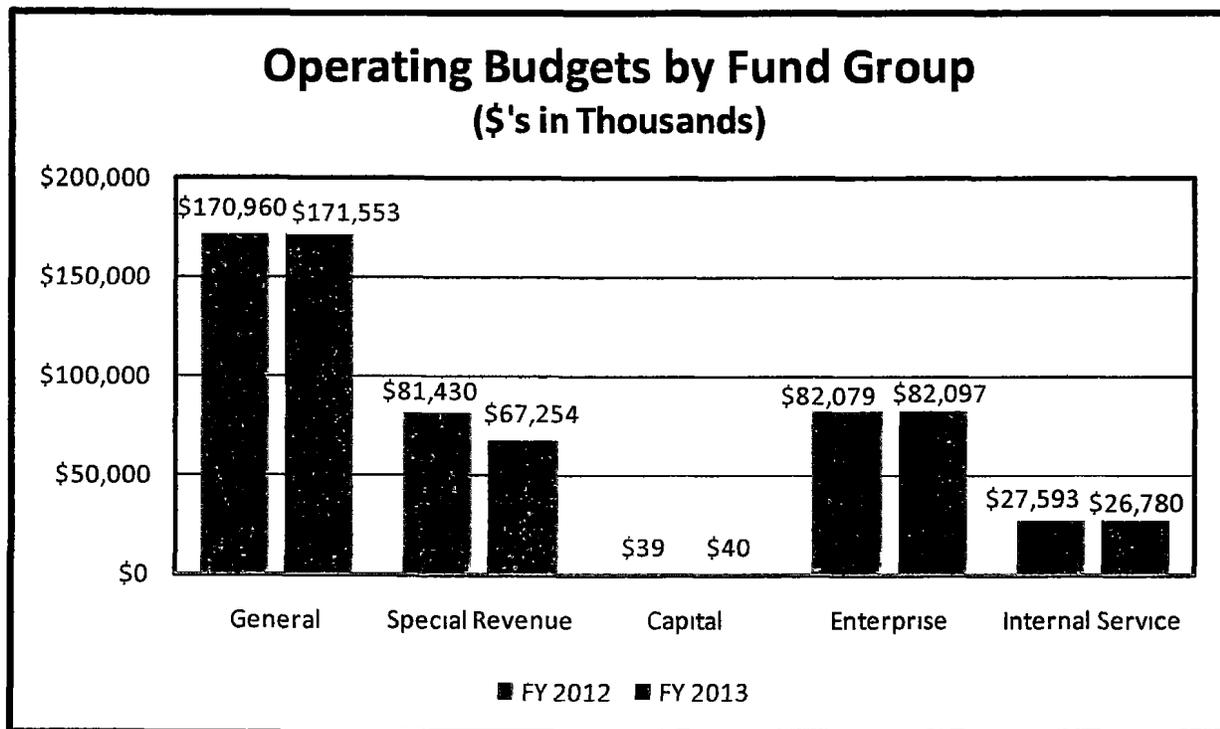


Table 2, on the following page, shows the year over year changes in the operating budgets for some of the City's largest operating funds within the general, special revenue, capital, enterprise and internal service fund groupings. It is sorted in descending order based upon the size of the FY 2013 operating budget within each fund grouping. It also calculates the percentage change for the fund from the FY 2012 operating base budget.

The operating summary that follows Table 2 describes each of these main fund groupings and provides explanations for material changes year over year.



Benefits Trust Fund Expenditures

The Benefits Trust Fund is used to track city and employee health care contribution payments and to pay health insurance policy premiums for employees and retirees. The fund currently administers the medical, dental, life insurance and vision plans and coverage for both premiums and claims related expenses. The fund has an operating budget of \$22.3 million for FY 2013.

FY 2013 projected revenues total \$22.3 million and include \$13.7 million from employer contributions, \$4.6 million from employee contributions and retiree contributions totaling \$4 million. Modest interest earnings projected at \$18,000. The beginning fund balance is projected to be approximately \$1.3 million and the fund is projected to end the year with the same \$1.3 million fund balance it started with. Benefit rates offered current employees will remain flat year over year.

Capital Improvement Plan Expenditures

The total capital improvement budget for FY 2013 is \$106.2 million, and 92.2% of this amount relates to transportation, public safety, flood control, and water and sewer projects. The \$106.2 million includes carryover appropriation from FY 2012 of \$74.3 million to complete existing projects and \$31.9 million for new projects. This is a decrease of \$38 million, or 35.8%, compared to the FY 2012 capital improvement budget of \$144.2 million. Approximately half of the reduction was driven by a year over year reduction in the new funding included in the FY 2012 capital budget (\$49.7 million) versus FY 2013 (\$31.9 million) that accounted for \$17.8 million of the decrease. The remainder is a result of a decrease in funding for carryover capital projects of \$20.2 million accounted for the remaining year over year reduction.

The graph below shows the percentage of capital improvement plan projects by type and as a percentage of the whole. The graph includes new funding and carryover for FY 2013. For more details, please refer to the *Capital Improvement Plan* section of this document.

ATTACHMENT N

DRAFT - For Discussion Use Only

City of Glendale - Finance Department
 Monthly Activity of Revenues and Expenditures - **ACTUALS Basis**
 For the period ending June 30, 2012
 Date run 11/26/2012

	FY 2007	FY 2008	FY 2009	FY 2010	FY 2011	FY 2012
Budgetary fund balance, July 1	6,198,961 91	5,698,726 34	6,491,202 78	3,718,208 30	3,798,540 67	2,534,303 21
Revenues						
City Contributions	11,663,592 43	13,233,082 81	11,247,477 24	14,273,336 10	12,643,745 29	12,250,193 67
Employee Contributions	4,021,927 80	4,907,054 18	5,245,168 75	5,102,408 54	4,938,845 80	4,762,875 26
Retiree Contributions	2,256,437 95	2,815,358 01	2,931,923 38	3,272,867 32	3,373,937 65	3,167,070 28
Miscellaneous	36,961 48	6,760 00	204,848 96	353,964 30	304,405 34	672,376 63
Total Revenues	<u>17,978,919 66</u>	<u>20,962,255 00</u>	<u>19,629,418 33</u>	<u>23,002,576 26</u>	<u>21,260,934 08</u>	<u>20,852,515 84</u>
Expenditures						
Employees	15,648,388 43	16,237,466 78	18,002,922 08	17,910,706 14	17,318,783 05	18,192,742 07
Retirees	3,262,652 69	4,135,246 21	4,509,046 86	4,980,482 58	5,131,353 81	5,926,583 31
Miscellaneous	(127,090 89)	95,783 57	42,934 87	63,480 17	95,431 51	124,494 26
Total Expenditures	<u>18,783,950 23</u>	<u>20,468,496 56</u>	<u>22,554,903 81</u>	<u>22,954,668 89</u>	<u>22,545,568 37</u>	<u>24,243,819 64</u>
Excess (deficiency) of revenues and other sources over expenditures	<u>(805,030 57)</u>	<u>493,758 44</u>	<u>(2,925,485 48)</u>	<u>47,907 37</u>	<u>(1,284,634 29)</u>	<u>(3,391,303 80)</u>
Interest Income	304,795 00	298,718 00	152,491 00	32,425 00	20,396 83	3,896 44
Net Income	<u>(500,235 57)</u>	<u>792,476 44</u>	<u>(2,772,994 48)</u>	<u>80,332 37</u>	<u>(1,264,237 46)</u>	<u>(3,387,407 36)</u>
Transfer In						635,112 56
Budgetary fund balance, June 30	<u>5,698,726 34</u>	<u>6,491,202 78</u>	<u>3,718,208 30</u>	<u>3,798,540 67</u>	<u>2,534,303 21</u>	<u>(217,991 59)</u>



CITY COUNCIL REPORT

Meeting Date: **12/4/2012**
Meeting Type: **Workshop**
Title: **CITY MANAGER UPDATE ON AN ECONOMIC DEVELOPMENT PROJECT**
Staff Contact: **Horatio Skeete, Acting City Manager**
Dave McAlindin, Assistant Director, Economic Development

Purpose and Policy Guidance

This is an opportunity for the Acting City Manager to provide the City Council with an update on an economic development project staff is currently pursuing.

This is for Council information only. The Acting City Manager and staff are available to answer any questions regarding the information provided.

Background Summary

The Arizona Cardinals have issued a Request for Proposals (RFP) seeking a location to host the Cardinals Training Camp beginning in 2013. Staff has assembled a "Host Committee," comprised of internal and external partners in order to respond to the specifics of the RFP. The RFP is due back to the Cardinals on December 7, 2012.

Budget and Financial Impacts

Cost to the city will be minimal to host the Cardinals Training Camp. It is expected there will be some additional cost for traffic control and trash removal.

Attachments

None