




CITY OF  
**Tulsa**  
 A New Kind of Energy.

Department of Finance  
 Budget and Planning Division  
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**To:** Councilor Jack Henderson ✓  
 Councilor Rick Westcott  
 Councilor Roscoe Turner ✓  
 Councilor Maria Barnes ✓  
 Councilor Chris Trail  
 Councilor James Mautino ✓  
 Councilor John Eagleton  
 Councilor Bill Christiansen  
 Councilor G.T. Bynum ✓

**Cc:** Mayor Dewey Bartlett                      Jeff Mulder  
 Terry Simonson                                      Mike Kier  
 Jim Twombly

**From:**  Pat Connelly  
 Manager, Budget & Capital Planning Division

**Date:** June 7, 2011

**Subject:** Technical Changes for FY 12 Budget

This year's technical change memo is divided into two parts. The first part, comprising items 1 through 7 are the traditional types of changes put forward each year. They consist of such things as; reappropriating money for projects and activities not completed in FY 11, appropriation of fund balance for needed capital equipment, reallocations between funds that are necessary after further review and issues that have ripened to the point they can be included in the proposed budget. The second part, made up of item 8, is a broader policy change. Upon further review and analysis, it has been determined the Public Works Department should be reorganized around two departments instead of the three included in the Mayor's original proposal. A brief explanation is provided. The budget is not actually changing just the number of departments to which appropriations are being made. All of the changes will impact the summary information, the department highlights and the fund summaries.

	<u>Revenue</u>	<u>Expenditures</u>
<b>1. <u>General Fund - (Fund 1080)</u></b>		
<b>1a. Planning and Development Services</b>		
Reappropriation for Zoning Code Update and small area plans.		\$ 525,000
<b>1b. Fire Department</b>		
Reduce material and supplies appropriations by \$30,000 as exercise equipment is being moved to the Short Term Capital Fund. Increase appropriations by \$429,000 for uniform contract as uniforms were not replaced in FY 11.		\$ 399,000
<b>1c. City Council - per council request</b>		
Salaries - Transition for new Council Administrator		\$ 18,500
Other Services - Travel and Internal Office Services		\$ 4,500

	<u>Revenue</u>	<u>Expenditures</u>
1d. <b>General Government - ONG Special Election</b> ONG will reimburse the City for the costs of the franchise election scheduled in August.	\$ 220,000	\$ 220,000
1e. <b>Transfers</b> First of two equal payments to HUD for Fintube finding. The second payment for the remaining amount will be included in the FY 13 budget.		\$ 473,000
1f. <b>FY 11 Revenues and Expenditures</b> Increased FY 11 revenue estimate by \$698,000 (for small area plans and HUD payback) and reduced estimated expenditures by \$729,000 (for zoning code update and firefighter uniforms).		
<b>Increase in Proposed General Fund Expenditures</b>		<u><u>\$ 1,640,000</u></u>
2. <b><u>Convention Fund (2810)</u></b>		
<b>PAC</b> Fund balance will allow the funding of three short term capital equipment projects; 1) scheduling software, 2) sewer drainage modifications and 3) elevator renovation project.		\$ 112,000
<b>Total Fund 2810 Changes</b>		<u><u>\$ 112,000</u></u>
3. <b><u>Capital Equipment - (Fund 2910)</u></b>		
3a. <b>Human Rights Department</b> A computer for Human Rights has been added to the budget.		\$ 2,000
3b. <b>Police Department</b> Reappropriate dollars for FY 11 approved equipment that has not been purchased.		\$ 240,000
3c. <b>Fire Department</b> Add \$152,000 for two fully equipped replacement vehicles for district chiefs', added costs for new uninterrupted power supply generators at three stations and exercise equipment at the fire stations.		\$ 152,000
3d. <b>Information Technology</b> Reappropriation for public safety radios as the Motorola Public Safety Radio contract renewal is still in process.		\$ 1,550,000
<b>Total Fund 2910 Changes</b>		<u><u>\$ 1,944,000</u></u>
4. <b><u>2006 Special Extended Sales Tax Fund - (Fund 6009)</u></b>		
<b>Increase Trail System Improvements</b> Appropriate insurance funds received in FY11. A car damaged some fencing along a trail.		\$ 5,000
<b>Total Fund 6009 Changes</b>		<u><u>\$ 5,000</u></u>
5. <b><u>TMUA - Water Operating Fund - (Fund - 7020)</u></b>		
5a. <b>Water and Wastewater</b> Bids received in April 2011 for caustic soda, used for PH control in the water treatment process, were \$610 per ton - \$300 more than budget.		\$ 750,000
5b. <b>Water and Wastewater</b> Automated dispatch, scheduling, and routing software for meter readers		

and field customer service employees was funded in the FY 11 budget. Bid specifications are still being prepared and the dollars need to be reappropriated in FY 12.

\$ 130,000

**Total Fund 7020 Changes**

**\$ 880,000**

**6. TMUA - Sewer Operating Fund - (Fund - 7030)**

**6a. Water and Wastewater**

Appropriations for sewer plant capital replacement will increase \$500,000 to \$6,600,000. The amount budgeted for the transfer to the General Fund was based on 7.5% of revenues not the new 7.0%. The savings are being applied to the plants' capital replacement budgets.

\$ 500,000

**6b. Water and Wastewater**

Bids for a software update of the Underground Collections service order system were non-responsive and rejected. Bid specifications are being revised and will not be completed prior to FY 11 year end. The money needs to be reappropriated in FY 12.

\$ 660,000

**6c. Water and Wastewater**

Bids received for an excavator for water and wastewater operations were non-responsive and rejected. Bid specifications are being revised and will not be completed prior to FY 11 year end. The money needs to be reappropriated in FY 12.

\$ 103,000

**Total Fund 7030 Changes**

**\$ 1,263,000**

**7. EMSA Enterprise Fund (Fund 7060)**

Over the last few years EMSA fees have been greater than projected and a fund balance has accrued. FY 12 appropriations are being increased so the money can be transferred to the Authority per the governing ordinance.

\$ 500,000

**Total Fund 7030 Changes**

**\$ 500,000**

**8. Final Structure for Public Works Functions**

**Public Works Reorganization**

Original budget included three departments in place of Public Works - Streets and Public Facilities, Engineering Services, and Water and Wastewater. The final budget includes only two departments - Streets and Stormwater, and Water and Wastewater. Most of Engineering Services employees are now budgeted in the Streets and Stormwater Department. Twenty employees were moved to the Water and Wastewater Department. All affected sections have been modified to reflect this change. Total proposed appropriations are the same.

**Total Changes**

**\$ -**

The closed grant and capital projects lists are included in the final document on pages 4-79 and 5-23, respectively.

