

## CITY COUNCIL MEMORANDUM

### AGENDA ITEM

**An Ordinance Amending the FY 2013-2014 Annual Budget and Plan of Municipal Services relating to restructuring and adjusting the beginning balance in the general fund.**

### ORIGINATING DEPARTMENT

**CITY MANAGER/FINANCE**

### BACKGROUND INFORMATION

The City Manager introduced a reorganization plan in the 2013-2014 budget. This amendment enables additional changes that better serve the citizens of Killeen.

### DISCUSSION/CONCLUSION

The Grant Administrator position will be moved from the City Manager's budget to the Finance Department's Budget. This will result in a decrease in funds in the City Manager's budget and a coinciding increase of funds in the Finance Department's budget.

The Management Analyst will be moved from the City Manager's budget to the Lion's Club Park Operations budget and serve as the Assistant Director of Parks and Recreation. This, too, will result in a decrease in the City Manager's budget and a coinciding increase in the Lion's Club Park budget.

Also, the Administrative Assistant in Support Services has been moved to Community Development as a Lien Collections Specialist. This will result in a decrease in the Support Services budget and a coinciding increase in the Community Development budget.

In addition, the 2013-14 budget included one additional Executive Director and one additional Executive Assistant approved for a cost of \$86,263, mid-year. The current Director of Parks and Recreation will become the Executive Director of Community Services with his Principal Secretary becoming his Executive Assistant, at increased annual costs of \$4,620. In addition, the current Director of Community Development will become the Executive Director of Community Development with her Principal Secretary becoming her Executive Assistant, at increased annual costs of \$4,686. The Lions Club Park Operations budget will increase by an additional \$23,000 to be used for security (cameras and lockers). These transactions result in a net savings of \$64,815.

Also, the beginning general fund balance for October 1, 2014, is being adjusted to reflect the actual ending fund balance as of September 30, 2013. The 2013-2014 budgeted fund balance was prepared using conservative estimates. Expenses for the year were lower than estimated. Therefore, the actual ending fund balance was higher.

**FISCAL IMPACT**

The net effect of this budget amendment on the general fund balance will be an increase of \$1,469,797 in the adopted beginning fund balance. The net effect of this budget amendment on the general fund adopted expenses will be a decrease of \$64,815.

**RECOMMENDATION**

Staff recommends the approval of this budget amendment.