



Department Source: Finance

To: City Council

From: City Manager & Staff

Council Meeting Date: April 17, 2023

Re: Amendment - FY 2023 Second Quarter Budget Amendments

Executive Summary

At the April 3, 2023 Council Meeting, the FY 2023 Second Quarter Budget Amendment requests were introduced as Council Bill B73-23. Unfortunately after that meeting, it was discovered that incorrect account numbers were listed. This has been discussed and new procedures developed so that this should not occur again.

This is the amended Council Memo for B73-23.

During this quarterly round of budget adjustments, amendments are requested from the following departments: Sewer CIP, Storm Water CIP, Water CIP, Transit CIP, Streets & Sidewalks, CIP, Parks & Recreation CIP, Cultural Affairs, Public Health & Human Services, Community Development, Airport, Information Technology (IT), Utility Assistance Fund, Fleet, Human Resources, Parks & Recreation, and Sustainability.

Discussion

Sewer CIP:

PCCE #18 Spring Valley (SW241) to South Providence Sewer Replacement (SW526): **\$80,000**

Tupelo Larch Sewer Replacement (SW513) to South Providence Sewer Replacement (SW526): **\$33,500**

Route B Sewer Extension (SW543) to Hwy 63 Connector South of I-70 (SW516): **\$467,500**

Storm Water CIP:

Leslie Lane Storm Water Improvements (SS147) to Capri Drive (SS149): **\$55,000**

Aldeah & Ash Storm Water Project (SS123) to Capri Drive (SS149): **\$14,000**

Water CIP: \$440,000

Main Relocation for Streets & Highways (W0125) to Ridgemont Rd & Highridge Circle Main Replacement (W0291): **\$440,000**

Transit CIP:

MO-2022-011 Repl 6 Vans (PT071) to MO-2022-011 Repl 6 Vans (PT071): **\$694,719**

Annual Transit Projects (PT050) to MO-2022-011 Repl 6 Vans (PT07): **\$122,598**



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Annual Transit Projects (PT050) to 5339 Bus Replacement (PT064): **\$1,747.10**

Annual Transit Projects (PT050) to Rehab/Renovate Bus Surveil. System (PT066): **\$61,600**

Streets & Sidewalks CIP:

Gans Rd at 63 Interchange (00237) to Gans Rd at 63 Interchange (00237): **\$244,872.02**

Gans Rd at 63 Interchange (00237) to ADA Curb Ramp/Sidewalk Improvement (00600):
\$244,872.02

Wabash Dr Extension (00522) to Green Valley Bridge Repair (00816): **\$14,133.51**

Discovery Parkway: Gans to New Haven (00633) to St. Charles Sidewalk: Roundabout to
Demaret (00852): **\$300,000**

Discovery Parkway: Gans to New Haven (00633) to Corridor Preservation (00858): **\$229,475.10**

Discovery Parkway: Gans to New Haven (00633) to Public Works Engineering Legal Fees,
Account No. 11002027-504001: **\$139,786.80**

Annual Traffic Calming (00646) to Spencer Ave Traffic Calming (00854): **\$30,000**

Annual Traffic Calming (00646) to Garden Dr Traffic Calming (00855): **\$30,000**

Annual Traffic Calming (00646) to Hanover Blvd Traffic Calming (00856): **\$30,000**

Annual Traffic Calming (00646) to Hulen Dr Traffic Calming (00857): **\$30,000**

Rangeline: Rogers to Wilkes (00785) to ADA Curb Ramp/Sidewalk Improvements (00600):
\$141,979

Proctor Dr Traffic Calming (00786) to Audubon Dr Traffic Calming (00791): **\$10,000**

Proctor Dr Traffic Calming (00786) to Ridgemont Traffic Calming (00790): **\$13,803.93**

Parks & Recreation CIP:

Parks Sales Tax to Antimi Sports Complex (00859): **\$65,000**

Parks Sales Tax to Twin Lakes Recreation Area Improvement (00860): **\$100,000**

Annual Trails (00673) to Annual Trails (00673): **\$91,834.14**

Cosmo Rec Area Bike Park Development (00826) to Cosmo Rec Area Bike Park Development
(00826): **\$200,000**



Cultural Affairs: \$13,163.33

The 2022 Celebration of the Arts was held on August 31, 2022 at Jesse Hall with the intent that the net proceeds would be transferred to the Columbia Arts Fund. This action to transfer the net proceeds of the event, totaling **\$13,163.33**, to the Columbia Arts Fund is consistent with past appropriations following the Celebration of the Arts events. As the Columbia Arts Fund continues to grow, more funds can be distributed to augment the Office of Cultural Affairs' annual arts funding program.

Public Health & Human Services:

Social Service Contracts: \$64,559.82

Due to an issue with the encumbrance process, contracts tied to two Purchase Orders (POs) were not rolled into the FY 23 budget.

Disease Intervention Specialist: \$29,255.82

With the FY 23 adopted budget, \$361,810 was included in the new Disease Intervention division. An updated contract recently went to Council and reflected a higher amount. This appropriates budget authority to cover the additional contract amount.

Community Development: \$1,684,116.16

In FY 22, \$1,820,339 was appropriated for agreements with Job Point, the Business Loop Community Improvement District, and Moberly Area Community College for workforce development programs. At the close of FY 22, the remaining budget authority went back to General Fund balance. This would re-appropriate that balance and make it available for use in FY 23.

Airport:

Pavement Condition Index Survey: \$27,000

As part of the FY 23 Annual Budget, \$70,000 was appropriated for the Pavement Management Program/Pavement Condition Index Survey as required by the FAA. This amount was an estimate at the time the FY 23 budget was being prepared. The actual project cost is \$97,000 with the FAA reimbursing the City 90% or \$87,300. The City's local 10% required match is \$9,700. Staff is requesting to appropriate the difference of **\$27,000** needed for this project, with \$24,300 appropriated from federal revenues and \$2,700 from Transportation Sales Tax.

Annual Tractor Lease Increase: \$1,235

As part of the FY 22 adopted budget, Airport was approved for an ongoing lease of a 4WD farm tractor. The annual lease amount has increased **\$1,235** for 2023. Staff is requesting to increase our contractual services budget by this amount.

On-Call Line Maintenance Service for Airlines Servicing COU: \$14,000

Blackhawk is the only FAA approved air agency repair station at COU and will guarantee a qualified technician available to dispatch 24/7. Although call outs will be billed directly to the airline, COU will pay Blackhawk \$28,000/year to offset their yearly recurring fixed cost to



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have on-call maintenance in place. Staff is requesting half of this amount since we are half way through the FY 23 fiscal year.

Remove Old Terminal Baggage Claim (Two Double-Wide Trailers): \$53,000

Due to the new location of the Airport terminal, the trailers restrict the ability for Airport safety officers and administrative staff to visually view certain areas of the airfield including the tarmac. Additionally, the trailers no longer serve a purpose at the airport. This would be funded with Retained Earnings.

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Annual Retainer Agreement for Air Service Consulting: \$76,900

Mead & Hunt will provide on-call services as needed throughout the year as well as provide: data analysis for quarterly performance reports regarding the US Dept of Transportation Small Community Air Service Grant; develop a migration study; presentations at airline virtual meetings, community meetings; True Visitation Estimate which provides a location-based



demand analysis along with five destinations; attend national airline conferences on behalf of COU as representation of our airport and our community to multiple airlines, including the national JumpStart and Takeoff conferences. This would be funded using Transportation Sales Tax.

IT Department Temporary Help: \$46,000

During the FY 22 budget, the IT department reallocated funding from their contingency account to their Administrative Temp Help account as an ongoing expense. The funding was not added to the FY 23 budget. Staff is requesting to increase the temporary help account by **\$46,000**.

Utility Assistance Fund: \$300,000

City Council approved a \$300,000 transfer from the General Fund to the Utility Assistance Fund with the FY 23 budget. As of early March, nearly all of that (\$220,000) had been expended. This would transfer an additional **\$300,000** to the Utility Assistance Fund.

Fleet: \$23,723.03

A Purchase Order (PO) for work approved in the FY 22 budget was closed before the work was finished. This would appropriate those funds from Fleet's Retained Earnings for payment.

Human Resources: \$141,825

The Human Resources Department is requesting an appropriation totaling **\$141,825** for other benefits not included in the budget. This account is used to pay eligible employees for sick leave conversion into their PEHP account upon termination in accordance with Section 19-110 (f).

Parks & Recreation: \$149,553

The Parks and Recreation Department is requesting an appropriation totaling **\$149,553** for ARC Fitness temporary personnel and social security that was not included in the budget.

Sustainability: \$4,320

The Sustainability Department is requesting an appropriation totaling **\$4,320** to account for pro-rated accruals associated with a multi-year agreement paid in FY 22. The entire expense for the subscription was budgeted in FY 22; however, the expense is being recognized over the three-year period.

Fiscal Impact

Short-Term Impact: Short-Term Impact: \$2,199,138.16 (does not include CIP as these are transfers, not new authority)

Long-Term Impact: \$429,513



Strategic & Comprehensive Plan Impact

Strategic Plan Impacts:

Primary Impact: Organizational Excellence, Secondary Impact: Reliable Infrastructure,
Tertiary Impact: Safe Neighborhoods

Comprehensive Plan Impacts:

Primary Impact: Infrastructure, Secondary Impact: Economic Development, Tertiary Impact:
Tertiary

Legislative History

Date	Action
N/A	N/A

Suggested Council Action

Approval of the outlined budget appropriations with amendment to Council Bill B73-23.