

ORDINANCE 12-12

COUNCIL ITEM 10B
DATE 3/12/12

AN ORDINANCE AMENDING THE 2011-12 BUDGET OF THE CITY OF PORT ST. LUCIE, FLORIDA, BY INSERTING THEREIN A SCHEDULE CONSISTING OF 8 PAGES, ATTACHED HERETO AND DESIGNATED AS 2011-12 BUDGET AMENDMENT NO. 1. THE SAID SCHEDULE PROVIDES FOR AN INCREASE AND/OR DECREASE IN APPROPRIATIONS IN THE VARIOUS LINE ITEMS; PROVIDING AN EFFECTIVE DATE.

THE CITY OF PORT ST. LUCIE HEREBY ORDAINS:

Section 1. The budget of the City of Port St. Lucie, Florida, for the year 2011-12 be amended by increasing and/or decreasing various line items as set out in the schedule attached hereto consisting of 8 pages and made a part hereto and designated as 2011-12 Budget Amendment #1 and that the City Manager and Director of Office of Management and Budget are hereby instructed and directed to transfer said funds to said accounts and to increase and/or decrease said accounts in conformity with said schedule.

Section 2. This Ordinance shall become effective ten (10) days after its final adoption.

PASSED AND APPROVED BY THE City Council of the City of Port St. Lucie, Florida, this _____ day of _____.

CITY COUNCIL
CITY OF PORT ST. LUCIE

BY: _____
JoAnn M. Faiella, Mayor

Karen A. Phillips, City Clerk

APPROVED AS TO FORM: _____
Roger G. Orr, City Attorney

PORT ST. LUCIE CITY COUNCIL
AGENDA ITEM REQUEST

Meeting Date: March 12, 2012

Public Hearing _____ Ordinance XX Resolution _____ Motion _____

Item: Budget Amendment #1 for FY 2011-12

Recommended Action:

Approve the requested adjustments as listed on the schedule.

Summary Explanation/Background Information:

Various adjustments to the current budget are requested with background information included in the summary memo and the schedule of items. Each request has its funding source identified with it on the schedule.

Attachments: Summary Memo, Ordinance and Schedule of Adjustments.

Director of OMB concurs with requested action. DKP City Manager concurs with requested action. JMB

Department requests 0 minutes to make a presentation.

Submitted by: David Pollard Date Submitted 3-2-12

RECEIVED

MAR 02 2012

City Manager's Office

MEMORANDUM

To: Jerry A. Bentrrott, City Manager
From: David K. Pollard, CGFO, Director of OMB 
Date: March 2, 2012
Re: Budget Amendment #1 - FY 2011-12

The attached schedule represents the items being adjusted with Budget Amendment #1 for the current FY 2011-2012 budget. It is a net increase of \$41,314,794 to the City's Budget for a new total of \$467,030,385. There are a few staffing modifications being requested. Within the General Fund, one requested civilian position in the Police Department is grant funded and the department head position in Neighborhood Services is being dropped. The Building Department fund is adding 2.75 FTE's to deal with the activity of the SW Annexation area (specifically the new hospital) which will be funded from that fund's contingency.

Several of the grant funds (NSP, CDBG, SHIP) coordinated by the Community Services Department are being adjusted to reflect actual balances carried forward and expected revenues, including the ±\$2 million in resale proceeds of homes under the NSP program. Timing is the reason for several other items, such as the St. Lucie West Irrigation Project (Stormwater Fund) which was budgeted last year but will hit the books this year.

In the Water & Sewer group of funds, there are several projects being budgeted that were previously brought before Council for approval. The largest individual project is the water main replacement (fund #447) with a cost of \$15 million. The funding for that project is being pulled from five SAD and CIP utility funds that had available balances. This allowed the Utility's contingency to remain untouched. There is also \$1.8 million being budgeted for the continued water meter upgrade to the radio read technology.

Also of note is the budget adjustment needed in the Road & Bridge CIP Fund for the lower than expected ending fund balance. The balance at September 30th was \$312,647 lower than projected and thus the Carryforward funding source must be reduced in this year. However, the adopted budget included a contingency that is sufficient to cover this shortfall without jeopardizing any projects. This action of course means there is a minimum contingency for the remainder of the current year.

Various other smaller requests are included in the schedule and have a minor financial impact. Each individual request is listed by fund with its individual funding source identified. All of these adjustments are accounted for in the financial projects for next year. If any further information is required, I will be glad to review and supply such.

/DKP

/attachments

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MAR 02 2012

City Manager's Office

**CITY OF PORT ST. LUCIE
BUDGET AMENDMENT - #1
FY 2011-12**

**** GENERAL OPERATING FUND - #001 ****

	Expenses	Revenues
(A) Interfund Transfer -Increase Interfund Transfer to the CRA #175 Fund (transfer needed to cover consulting firm to supply TIF projection on Southern Grove) -Increase Cash Carryforward/Fund Balance (additional fund balance from prior year)	\$ 25,000	\$ 25,000
(B) Office of Management & Budget -Increase Salaries (increase salaries, budgeted position was bumped by a higher paid employee within City) -Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)	2,900	2,900
(C) Finance Department -Increase Computer Software (Software renewal for employee transferred to Finance from MIS) -Decrease Computer Software (MIS Department) (MIS Employee transferred to Finance, software renewal was budgeted in MIS)	613 (613)	
(D) Municipal Garage -Increase Repair and Maintenance - Equipment (repair to the Fuel Station Canopy) -Increase Insurance Proceeds (Tri-County Insurance) -Reduce Contingency	16,060 (1,785)	14,275
(E) MIS Department -Increase FTE's by .60 (no change to salaries, taking full-time employee and creating two part-timers) -No Increase to Revenues		
(G) MIS Department -Increase Office Furniture and Equipment (re-budget Storage Area Network "SAN" budgeted in prior year) -Increase Fund Balance/Cash Carryforward (additional cash carryforward from prior year, project didn't get bid in 10-11)	258,000	258,000
(H) Police Department - Neighborhood Policing -Increase Overtime (Overtime for the Youth Court or Juvenile Restorative Justice Initiative (JRJI) Program) -Increase Fund Balance/Cash Carryforward (additional fund balance from prior year - received revenues in prior year)	1,000	1,000
(I) Police Department - Special Investigations -Increase Overtime (US Marshal Overtime Reimbursement & DEA-OCDETF Reimbursement) -Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)	8,231	8,231
(J) Police Department - Neighborhood Policing -Increase Salaries, Benefits, Operating and (1) FTE (Civilian Coordinator (COPS Secure Our Schools (SOS) Grant) -Increase COPS Secure Our Schools Grant Revenue (Grant Revenue) -Increase Fund Balance/Cash Carryforward (additional fund balance/cash carryforward from prior year)	83,576	39,224 44,352
(K) Police Department -Increase Travel (OCDETF Expense Reimbursement) -Increase Fund Balance/Cash Carryforward (OCDETF Revenue received in prior year - misc. revenue)	324	324
(L) Police Department - Neighborhood Services -Increase Misc. Line Items (expenses for Youth Court Program) -Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)	4,247	4,247
(M) Police Department - Neighborhood Services -Increase Office Supplies (car seat donation purchase) -Increase Fund Balance/Cash Carryforward (additional fund balance in prior year)	406	406

**CITY OF PORT ST. LUCIE
BUDGET AMENDMENT - #1
FY 2011-12**

(N) Police Department - Neighborhood Services -Increase Office Supplies (Various K-9 Equipment) -Increase Fund Balance/Cash Carryforward (donation made in prior year)	1,501	1,501
(O) Police Department - Neighborhood Services -Increase Other Machinery and Equipment (grant to purchase 22 fingerprint readers) -Increase Justice Assistance Grant (JAG)	54,838	54,838
(P) Police Department - Various Cost Centers -Increase Misc. Line Items (Grant Revenue to purchase crime scene equipment, forensic & K9 software) -Increase Justice Assistance Grant (JAG)	32,861	32,861
(Q) Police Department - Drug Abuse Resistance Education -Increase Misc. Line Items (Youth Education Proceeds) -Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)	6,733	6,733
(R) Interfund Transfer -Decrease Interfund Transfer to the CRA Fund #175 (total contribution to CRA Fund is less than budgeted) -Increase Contingency	(6,634) 6,634	
(S) General Government -Increase Promotional Activities (City Holiday Party - Y1201) -Increase Miscellaneous Revenue - Y1201 (donations for Holiday Party)	5,700	5,700
(T) Code Enforcement -Decrease Salaries and 1 (FTE) (savings in salaries by not replacing Director) -Increase Admin. Charge (Admin. Charges to Code, credit to Building Fund) -Increase Rent Expense	(44,000) 40,000 4,000	
(U) Municipal Garage -Increase Repair and Maintenance (Cracked concrete near fuel station - subsurface soil exploration) -Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)	3,414	3,414
BUDGET AMENDMENT TOTAL - FUND #001:	\$ 503,006	\$ 503,006

*****ROAD & BRIDGE OPERATING FUND #104*****

	Expenses	Revenues
(A) Interfund Transfer -Decrease Interfund Transfer to the CRA Fund #175 (actual TIF revenue is less than budget) -Increase Contingency	\$ (695) 695	
(B) Engineering - Traffic Safety -Increase Overtime Expense - 514000 - Eng. Traffic Safety #4120 (overtime not included and updated in the Personnel Worksheet) -Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)	15,700	15,700
BUDGET AMENDMENT TOTAL - FUND #104	\$ 15,700	\$ 15,700

**CITY OF PORT ST. LUCIE
BUDGET AMENDMENT - #1
FY 2011-12**

****BUILDING FUND #110****

	Expenses	Revenues
(A) Administrative Charges - Non-Departmental		
-Decrease Less Charges	\$ (40,000)	
(credit for supervising the Code Enforcement Division)		
-Decrease Fund Balance/Cash Carryforward		\$ (24,000)
(actual fund balance is less than budget)		
-Increase Rental Income		4,000
-Increase Repair and Maintenance of Building	20,000	
(repair of bldg. due to Code Enforcement moving from Biltmore to Building B)		
(B) Building Department - Inspections		
-Increase Salaries, Benefits, and operating (1FTE) Inspector	34,841	
(new inspector for increased inspections for SW Annexation)		
-Decrease Contingency	(34,841)	
(C) Building Department - Inspections		
-Increase Salaries, Benefits, and operating (1FTE) Plan Reviewer	34,751	
(new inspector for increased inspections for SW Annexation)		
-Decrease Contingency	(34,751)	
(C) Building Department - Permits		
-Increase Salaries, Benefits, and operating (.75 FTE) Permit Clerk	17,780	
(new inspector for increased inspections for SW Annexation)		
-Decrease Contingency	(17,780)	
BUDGET AMENDMENT TOTAL - FUND #110	\$ (20,000)	\$ (20,000)

****NEIGHBORHOOD STABILIZATION NSP. 3 - 114****

	Expenses	Revenues
(A) Economic Environment Projects		
-Decrease Acquisitions	\$ (45,415)	
-Increase Administrative Costs	664	
-Decrease NSP Grant Revenue		(44,751)
BUDGET AMENDMENT TOTAL - FUND #114	\$ (44,751)	\$ (44,751)

****NEIGHBORHOOD STABILIZATION FUND #116****

	Expenses	Revenues
(A) Economic Environment - NSP		
-Increase Repair/Rehab	\$ 1,664,465	
-Increase Acquisitions	200,000	
-Increase Demolition	8,000	
-Increase Disposition	100,000	
-Increase Operating Expense- Admin \$\$\$'s	70,244	
-Increase Proceeds from Sale		2,097,464
-Decrease Fund Balance/Cash Carryforward		(54,755)
BUDGET AMENDMENT TOTAL - FUND #116	\$ 2,042,709	\$ 2,042,709

****COMMUNITY DEVELOPMENT BLOCK GRANT #118****

	Expenses	Revenues
(A) C.D.B.G. Grant		
-Increase Other Current Charges	\$ 155,680	
-Increase Administrative Costs	35,190	
-Increase CDBG Grant Revenue		190,870
BUDGET AMENDMENT TOTAL - FUND #118	\$ 190,870	\$ 190,870

**CITY OF PORT-ST. LUCIE
BUDGET AMENDMENT - #1
FY 2011-12**

****SHIP FUND #119****

	Expenses	Revenues
(A) S.H.I.P. Projects		
-Increase Repair and Rehab	\$ 154,156	
-Increase Operating Expense (admin \$\$s)	12,842	
-Increase Interest Income		25,056
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		141,942
(B) S.H.I.P. Hardest Hit		
-Decrease Salaries	(25,300)	
-Decrease Hardest Hit Revenue		(25,300)
BUDGET AMENDMENT TOTAL - FUND #119	\$ 141,698	\$ 141,698

****SAD I PHASE I #120****

	Expenses	Revenues
(A) Interfund Transfer		
-Increase Interfund Transfer to the Utilities A/C Pipe Replacement Fund #447 (replace utility pipes in older section of the City)	\$ 2,900,000	
-Increase Fund Balance/Cash Carryforward (additional fund balance/cash carryforward from prior year)		2,900,000
BUDGET AMENDMENT TOTAL - FUND #120	\$ 2,900,000	\$ 2,900,000

****SAD I PHASE II #121****

	Expenses	Revenues
(A) Interfund Transfer		
-Increase Interfund Transfer to the Utilities Renewal & Replacement Fund #438 (monies needed to replace read meters)	\$ 1,800,000	
-Increase Fund Balance/Cash Carryforward		1,800,000
(B) Interfund Transfer		
-Increase Interfund Transfer to the A/C Pipe Replacement Fund #447 (monies needed to replace read meters)	865,870	
-Increase Fund Balance/Cash Carryforward		865,870
BUDGET AMENDMENT TOTAL - FUND #121	\$ 2,665,870	\$ 2,665,870

****RIVER POINT SAD #151****

	Expenses	Revenues
(A) RIVER POINT SAD #151		
-Increase Interfund Transfer to the A/C Pipe Replacement Fund #447 (increase is based on annual billing summary submitted by Finance)	\$ 734,130	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		734,130
BUDGET AMENDMENT TOTAL - FUND #151	\$ 734,130	\$ 734,130

****COMMUNITY REDEVELOPMENT AGENCY FUND - #175****

	Expenses	Revenues
(A) Interfund Transfer		
-Increase Interfund Transfer from the General Fund #001 (transfer needed to cover an independent review of Southern Grove for economic development)		\$ 25,000
-Increase Professional Services (study for TIF and economic development for Southern Grove)	25,000	
(B) Community Redevelopment Agency		
-Increase Professional Services -Project #Y1124 (contract outside Counsel for advice on Southern Grove)	10,000	
-Decrease Contingency	(10,000)	
(C) Interfund Transfer - TIF Revenue		
-Decrease Interfund Transfer from the General Fund #001		(6,634)
-Decrease Interfund Transfer from the Road and Bridge Fund #104		(695)
-Decrease Interfund Transfer from the Road and Bridge CIP Fund #304		(1,064)
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		8,393

**CITY OF PORT ST. LUCIE
BUDGET AMENDMENT - #1
FY 2011-12**

(D) Community Redevelopment Agency	
-Reduce St. Lucie County TIF Revenue (TIF Revenue from County is less than budget)	(74,135)
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)	74,135
BUDGET AMENDMENT TOTAL - FUND #175:	\$ 25,000 \$ 25,000

****** GENERAL FUND CIP FUND - #301 ******

	Expenses	Revenues
(A) Parks and Recreation and General Gov't.		
-Increase Repair and Maintenance of Buildings (ADA repairs of Buildings throughout City)	\$ 52,379	
-Increase Buildings (Damages to Jaycee Park Building - YMCA)	77,411	
-Increase Property Damage Reimbursement (reimbursement from TRI County Insurance)		29,790
-Decrease Contingency	(100,000)	
BUDGET AMENDMENT TOTAL - FUND #301:	\$ 29,790	\$ 29,790

****** ROAD AND BRIDGE CAPITAL IMPROVEMENT FUND - #304 ******

	Expenses	Revenues
(A) Interfund Transfer		
-Decrease Interfund Transfer to the CRA Fund #175 (CRA revenues are less than budgeted)	\$ (1,064)	
-Increase Contingency	1,064	
(B) Engineering - Operations		(1,604,446)
-Decrease FDOT LAP Grant (LAP Grant for Oak Hammock will need to be rebudgeted in fiscal year 12-13)		
-Decrease Other Contractual Services (new sidewalks)	(1,769,446)	
-Increase Improvements Other Than Buildings (Design and Geotech will be completed in fiscal year 11-12)	165,000	
(C) Engineering - Operations		(21,678)
-Decrease Other Contractual Services (Reduce construction costs of sidewalks, Melaleuca Sidewalk projects are less than budgeted)	(21,678)	
-Decrease FDOT Grant Revenue		(21,678)
(D) Contingency		(312,647)
-Decrease Fund Balance/Cash Carryforward (actual cash carryforward is less than budget)		
-Decrease Contingency	(312,647)	
BUDGET AMENDMENT TOTAL - FUND #304:	\$ (1,938,771)	\$ (1,938,771)

****** STORMWATER UTILITY FUND #401******

	Expenses	Revenues
(A) Other Physical Environment - Beautification		
-Decrease Clean Up PSL Grant Revenue (money will not be coming in from State)		\$ (10,000)
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		10,000
(B) Engineering - Greenbelt and Waterway Maintenance #4127		
-Increase Other Contractual Services - SLW Irrigation (SLW Irrigation was budgeted in prior year, majority of work took place in fiscal year 11-12)	\$ 780,709	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		780,709

**CITY OF PORT ST. LUCIE
BUDGET AMENDMENT - #1
FY 2011-12**

(C) Engineering - Streets and Drainage Division		
-Increase Other Contractual Services -Y1116 - E-8 Project (rebudget NRCS Grant- Emergency Watershed budgeted in prior year)	245,766	
-Increase NRCS Grant Revenue (budget monies collected to date)		593,328
-Increase Contingency (funds were encumbered in prior year, revenues are collected this fiscal year)	347,562	
BUDGET AMENDMENT TOTAL - FUND #401:	\$ 1,374,037	\$ 1,374,037

****GOLF COURSE FUND #421****

	Expenses	Revenues
(A) Operations		
-Increase Gas (Propane) (increase needed to cover propane gas purchases, City will bill Vendor)	\$ 8,000	
-Increase Misc. Revenue (reimbursement by Vendor)		\$ 8,000
BUDGET AMENDMENT TOTAL - FUND #421:	\$ 8,000	\$ 8,000

****UTILITIES OPERATING FUND #431****

	Expenses	Revenues
(A) West Port Wastewater Plant		
-Increase Other Post Employment Benefits (entry omitted when keying fiscal budget)	\$ 5,852	
-Decrease Contingency	(5,852)	
(B) Utility - Lift stations		
-Increase Rentals and Leases - Building (additional rent for 1654 Walton Road)	5,060	
-Decrease Contingency	(5,060)	
(C) West Port Wastewater Plant		
-Increase Machinery and Equipment (additional cameras to monitor plant)	15,000	
-Decrease Contingency	(15,000)	
BUDGET AMENDMENT TOTAL - FUND #431:	\$ -	\$ -

****UTILITIES WATER AND SEWER RENEWAL & REPLACEMENT Fund #438****

	Expenses	Revenues
(A) Lift Stations		
-Increase improvements other than buildings (additional monies for SP 24)	100,000	
-Decrease Contingency	(100,000)	
(B) West Port Wastewater Treatment Plant		
-Increase Improvements other than Buildings (to cover emergency repairs)	20,000	
-Decrease Contingency	(20,000)	
(C) Glades Wastewater Treatment Plant		
-Increase Improvements other than Buildings (to cover emergency repairs)	20,000	
-Decrease Contingency	(20,000)	
(D) Water Preventive Maintenance		
-Increase Improvements other than Buildings (replace direct read meters with radio read meters)	1,800,000	
-Increase Interfund Transfer from the SAD I, PHASE II W&S Collection Fund		1,800,000
BUDGET AMENDMENT TOTAL - FUND #438:	\$ 1,800,000	\$ 1,800,000

**CITY OF PORT ST. LUCIE
BUDGET AMENDMENT - #1
FY 2011-12**

******UTILITES SERIES 2005 CIP BOND FUND #444******

	Expenses	Revenues
(A) Prineville Expansion PhI Admin II		
-Increase Construction & Land Purchase (Phase I, Admin. II)	1,000,000	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		1,000,000
(B) Interfund Transfer		
-Increase Interfund Transfer to the A/C Pipe Replacement Fund (transfer need to cover pipe replacement)	4,000,000	
-Increase Fund Balance/Cash Carryforward		4,000,000
BUDGET AMENDMENT TOTAL - FUND #444:	\$ 5,000,000	\$ 5,000,000

******UTILITES SERIES 2006 CIP BOND AND 2007 REFINANCE FUND #445******

	Expenses	Revenues
(A) Various Cost Centers		
-Increase Construction - WPWWTP Exp to 10 MGD	75,000	
-Increase River Park Water Mains	25,000	
-Increase Construction, Survey Design & Engineering CEI - Bayshore Water Main Replacement	3,001,570	
-Increase Construction and various other line items - Midway Road Line Relocation	1,231,076	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		4,332,646
(B) Interfund Transfer		
-Increase Interfund Transfer to Utilities A/C Pipe Replacement Fund #447 (monies needed to cover pipe replacement in older section in the City)	6,500,000	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		6,500,000
BUDGET AMENDMENT TOTAL - FUND #445:	\$ 10,832,646	\$ 10,832,646

******UTILITES RANGELINE EXTENSION FUND #446******

	Expenses	Revenues
(A) Rangeline Extension		
-Increase Various Line Items (overtime, misc and permits)	10,166	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		10,166
BUDGET AMENDMENT TOTAL - FUND #446:	\$ 10,166	\$ 10,166

******UTILITES A/C PIPE REPLACEMENT FUND #447**

	Expenses	Revenues
(A) Interfund Transfer		
-Increase Interfund Transfer from the Utilities Series 2005 CIP Bond Fund #444) (funds needed for Pipe Replacement in older section of the City)		4,000,000
-Increase Construction (Pipe Replacement - Project Y1117)	4,000,000	
(B) Interfund Transfer		
-Increase Interfund Transfer from Utilities 2006 Series Bond Fund #445 (monies needed to cover pipe replacement in older section in the City)		6,500,000
-Increase Construction (Pipe Replacement - Project Y1117)	6,500,000	
(C) Interfund Transfer		
-Increase Interfund Transfer from SAD I Phase I Water and Sewer Collection Fund #120 (monies needed to cover pipe replacement in older section in the City)		2,900,000
-Increase Construction - Project Y1117	2,500,000	
-Increase Survey and Design - Project Y 1117	400,000	
(D) Interfund Transfer		
-Increase Interfund Transfer from SAD I Phase II Water and Sewer Collection Fund #121 (monies needed to cover pipe replacement in older section in the City)		865,870
-Increase Survey and Design - Project Y 1117	600,000	
-Increase Engineering & CEI - Project Y1117	265,870	

**CITY OF PORT ST. LUCIE
BUDGET AMENDMENT - #1
FY 2011-12**

(E) Interfund Transfer		
-Increase Interfund Transfer from Riverpoint SAD Fund #151 (monies needed to cover pipe replacement in older section in the City)		734,130
-Increase Engineering & CEI - Project Y1117	734,130	
BUDGET AMENDMENT TOTAL - FUND #447:	\$ 15,000,000	\$ 15,000,000

******POLICE FORFEITURE FUND #603******

(A) Various Cost Centers - Police Department	Expenses	Revenues
-Increase Misc. Line Items (administrative costs, legal services, lawn maint., court reporter, court and lien costs)	106,222	
-Increase Fund Balance/Cash Carryforward (additional fund balance from prior year)		8,410
-Increase Confiscated Revenues		36,284
-Decrease Contingency	(61,528)	
BUDGET AMENDMENT TOTAL - FUND #603:	\$ 44,694	\$ 44,694

Budget Amendment #1 Grand Total

\$ 41,314,794