

Bill No. 5122

Ordinance No. _____

Requested by: Tracy Bayne

Sponsored by: Nancy Schneider

AN ORDINANCE AMENDING THE 2022 BUDGET ADOPTED AS ORDINANCE 21-096, AS AMENDED, BY TRANSFERRING UNENCUMBERED APPROPRIATIONS BETWEEN LINE ITEMS IN THE GENERAL FUND BUDGETS OF THE DEPARTMENT OF FACILITIES MANAGEMENT, DEPARTMENT OF PUBLIC HEALTH, INDIGENT PROGRAM, DEPARTMENT OF POLICE ADMINISTRATIVE SERVICES, DEPARTMENT OF SHERIFF, NON-DEPARTMENTAL, THE ROAD AND BRIDGE FUND, THE TRANSPORTATION FUND, THE ASSESSMENT FUND, THE RECORDERS FUND, THE PARKS AND RECREATION FUND, THE FAMILY SERVICES AND JUSTICE FUND, THE FAMILY ARENA FUND, AND THE REGIONAL MEDICAL EXAMINER FUND, AND PROVIDING RELATED SUPPLEMENTAL APPROPRIATIONS TO THE BUDGETS OF THE ELECTION AUTHORITY FUND, THE EMERGENCY COMMUNICATIONS FUND, THE CAPITAL PROJECTS FUND, THE SELF INSURANCE FUND, THE GENERAL FUND, THE AIRPORT FUND, THE REGIONAL MEDICAL EXAMINER FUND, AND THE CORONAVIRUS RELIEF FUND

WHEREAS, St. Charles County Home Rule Charter, Article II, Section 2.510 authorizes the County Council to

appropriate money for the payment of expenses of the County for such public purpose; and

WHEREAS, the Director of Facilities Management, the Acting Director of Public Health, the Chief of Police, the Sheriff, the County Engineer, the Manager of Roads and Traffic, the County Assessor, the Recorder of Deeds, the Director of Parks and Recreation, the Circuit Clerk, the General Manager of the Family Arena, and the Division Director of the Regional Medical Examiner have agreed to transfer funds between budget categories; and

WHEREAS these additional funds are needed by the departments for the purpose of funding necessary departmental services; and

WHEREAS, the St. Charles County Home Rule Charter, Article VI, Section 6.206.4 provides that at any time during the fiscal year the County Council may by ordinance transfer within a department all or any part of any unencumbered appropriation balance; and

WHEREAS, the Director of Facilities Management, the Acting Director of Public Health, the Chief of Police, the Sheriff, the County Engineer, the Manager of Roads and Traffic, the County Assessor, the Recorder of Deeds, the Director of Parks and Recreation, the Circuit Clerk, the General Manager of the Family Arena, and the Division Director of the Regional Medical Examiner have agreed to transfer funds between budget categories as shown in **EXHIBIT A** as attached hereto and incorporated herein; and

WHEREAS, the St. Charles County Charter, Article VI, Section 6.206.1 provides that the County Council may by ordinance make supplemental appropriations if the County Executive certifies that there are available for appropriation revenues or additional fund balances in excess of those estimated in the budget; and

WHEREAS, the County Executive has certified that additional revenues in excess of those estimated in the adopted 2022 Budget of the Election Authority Fund, the Emergency Communications Fund, the Capital Projects Fund, and the Self Insurance Fund are available for supplemental appropriation in **EXHIBIT B** as attached hereto and incorporated herein; and

WHEREAS, the County Executive has certified that additional fund balance in excess of those estimated in the adopted 2022 Budget of the General Fund, the Airport Fund, the Regional Medical Examiner Fund, and the Coronavirus Relief Fund are available for supplemental appropriation in **EXHIBIT C** as attached hereto and incorporated herein; and

WHEREAS, the St. Charles County Home Rule Charter Article VI, Section 6.208 authorizes the County Council to provide by ordinance any and all procedures for administering the budget that are necessary and that do not conflict with the language contained in the Charter.

NOW, THEREFORE, BE IT ORDAINED BY THE COUNTY COUNCIL OF ST. CHARLES COUNTY, MISSOURI, AS FOLLOWS:

Section 1. The budget of St. Charles County, Missouri, for fiscal year 2022 as adopted by Ordinance 21-096, as amended, is hereby amended to include the increases and decreases to the departmental line item budgets in **EXHIBIT A** attached hereto.

Section 2. The budget of St. Charles County, Missouri, for fiscal year 2022, as adopted by Ordinance 21-096, as amended, is hereby amended to include the increases to the departmental line item budgets in **EXHIBIT B** attached hereto.

Section 3. The budget of St. Charles County, Missouri, for fiscal year 2022, as adopted by Ordinance 21-096, as amended, is hereby amended to include the increases to the departmental line item budgets in **EXHIBIT C** attached hereto.

Section 4. This ordinance shall be in full force and effect from and after the date of its passage and approval.

DATE PASSED

DATE APPROVED BY COUNTY EXECUTIVE

CHAIR OF THE COUNCIL

COUNTY EXECUTIVE

ATTEST:

COUNTY REGISTRAR

CERTIFICATE OF DIRECTOR OF FINANCE

I certify that there is a balance otherwise unencumbered to the credit of the appropriation to which this ordinance is chargeable, and a cash balance otherwise unencumbered in the treasury to the credit of the fund from which payment is to be made, each sufficient to meet this obligation.

Director of Finance

Date

2022 BUDGET ADJUSTMENTS

Exhibit A - Transfers Between Categories

| <u>Transfers To:</u> | <u>Account</u> | <u>Amount</u> |
|--|----------------|------------------|
| General Fund Facilities - Janitorial Services | 0010910-44215 | 80,000 |
| General Fund Public Health - Hourly Salaries | 0012610-41330 | 525,000 |
| General Fund Public Health - Other Professional Services | 0012610-43300 | 580,000 |
| General Fund Indigent - Professional Services | 0012700-43200 | 4,000 |
| General Fund Indigent - Court Orders | 0012700-43212 | 6,000 |
| General Fund Police Administration - Fuel | 0018135-46210 | 350,000 |
| General Fund Sheriff - Fuel | 0018905-46210 | 30,000 |
| General Fund - Transfer to Capital Projects Fund | 0019800-49301 | 1,679,763 |
| General Fund - Transfer to Emergency Communications Fund | 0019800-49273 | 715,137 |
| Road and Bridge - Transfer to Self Insurance Fund | 2019010-49605 | 485,346 |
| Transportation - Transfer to Self Insurance Fund | 2059400-49605 | 15,784 |
| Assessment - Transfer to Self Insurance Fund | 2111100-49605 | 201,241 |
| Recorders Fund - Transfer to Self Insurance Fund | 2220510-49605 | 3,946 |
| Parks and Recreation - Transfer to Self Insurance Fund | 2453300-49605 | 276,213 |
| Family Services and Justice Fund - Health Insurance | 2545540-42110 | 2,900 |
| Family Svcs and Justice Fund - Transfer to Self Insurance Fund | 2545010-49605 | 7,892 |
| Family Arena - Transfer to Self Insurance Fund | 5213600-49605 | 55,243 |
| Regional Medical Examiner- Transfer to Self Insurance Fund | 7507100-49605 | 9,207 |
| Regional Medical Examiner- Transfer to Self Insurance Fund | 7507110-49605 | 9,207 |
| Regional Medical Examiner- Transfer to Self Insurance Fund | 7507120-49605 | 9,207 |
| | | <u>5,046,086</u> |

| <u>Transfers From:</u> | <u>Account</u> | <u>Amount</u> |
|---|----------------|------------------|
| General Fund Facilities - Salaries | 0010910-41210 | 80,000 |
| General Fund - Emergency | 0019800-48500 | 1,105,000 |
| General Fund Indigent - Guardian Ad Litem | 0012700-43211 | 10,000 |
| General Fund Police Bureau of Field Operations - Salaries | 0018200-41210 | 350,000 |
| General Fund Sheriff - Salaries | 0018900-41210 | 30,000 |
| General Fund - Emergency | 0019800-48500 | 1,679,763 |
| General Fund - Emergency | 0019800-48500 | 715,137 |
| Road and Bridge - Salaries | 2019020-41210 | 485,346 |
| Transportation - Road Program Reserve | 2059400-47699 | 15,784 |
| Assessment - Salaries | 2111100-41210 | 201,241 |
| Recorders Fund - Professional Services | 2220510-43100 | 3,946 |
| Parks - Salaries | 2453300-41210 | 276,213 |
| Family Services and Justice Fund - Professional Services | 2545540-43300 | 10,792 |
| Family Arena - Cost of Goods Sold | 5213600-45950 | 55,243 |
| Regional Medical Examiner - Contract Pathologist | 7507100-43815 | 9,207 |
| Regional Medical Examiner - Contract Pathologist | 7507110-43815 | 9,207 |
| Regional Medical Examiner - Contract Pathologist | 7507120-43815 | 9,207 |
| | | <u>5,046,086</u> |



Steve Ehlmann
County Executive

Joann Leykam
Director of Administration

John Greifzu
Assistant Director of Administration

Bob Schnur
Assistant Director of Administration

Exhibit B
Page 1

TO: The Members of the St. Charles County Council
The Honorable Nancy Schneider, Council Chair
The Honorable Joe Cronin
The Honorable Joe Brazil
The Honorable Mike Elam
The Honorable Dave Hammond
The Honorable Terry Hollander
The Honorable John White

FROM: Steve Ehlmann, County Executive

DATE: November 17, 2022

RE: Certification of Additional Revenue – Various Funds

By this correspondence I hereby certify that pursuant to Section 6.206.1 of the St. Charles County Home Rule Charter, there is available for appropriation, additional revenues in excess of that estimated in the approved 2022 Budget of the Election Authority Fund, Emergency Communications Fund, Capital Projects Fund and the Self Insurance Fund in the amounts of \$493,077, \$715,137, \$1,679,763, and \$4,400,000, respectively, as shown in the attached exhibit. The purpose of this request is for supplemental appropriations of these additional revenues in excess of the amounts estimated in the adopted 2022 budget of the funds and amounts listed above.

The revenue certification for the Election Authority Fund of \$493,077 is requested to fund higher than expected election costs. This request is also to certify revenues for the Emergency Communications Fund and the Capital Projects Fund with \$715,137 and \$1,679,763, respectively. This will allow the funding of additional radio equipment. Lastly, revenue certification for the Self Insurance Fund of \$4,400,000 is requested to fund higher than expected than expected medical claim costs.

Should the St. Charles County Council approve these supplemental appropriations, in the amounts shown in the attached exhibit, they would be added to the individual accounts shown.

Accordingly, I am requesting that the St. Charles County Council approve this supplemental appropriation ordinance for the purpose described above. I appreciate your favorable consideration of this request.

Exhibit B

Page 2

**cc: Joann Leykam, Director of Administration
Rory O'Sullivan, Acting County Counselor
Tracy Bayne, Acting Director of Finance
Brenda Hinton, County Registrar
Donna Vogt, Executive Assistant, St. Charles County Council**

2022 BUDGET ADJUSTMENTS

Exhibit B, Page 3-Additional Revenue Certification

| Fund | Account | Amount |
|--|----------------|------------------|
| Election Authority Fund | | |
| State Revenue | 234-33400 | <u>493,077</u> |
| Part Time/Hourly | 2340410-41330 | 80,000 |
| Election Judges | 2340410-41350 | 115,000 |
| Election Costs | 2340410-43330 | 158,077 |
| Transfer to Election Maintenance Fund | 2340410-49235 | 105,000 |
| Transfer to Election Services Fund | 2340410-49236 | <u>35,000</u> |
| | | <u>493,077</u> |
| Emergency Communications Fund | | |
| Transfer from General Fund | 273-39001 | <u>715,137</u> |
| Radio Equipment | 2737320-47455 | <u>715,137</u> |
| Capital Projects Fund | | |
| Transfer from General Fund | 301-39001 | <u>1,679,763</u> |
| Radio Equipment | 3019800-47455 | <u>1,679,763</u> |
| Self Insurance Fund | | |
| Transfer from General Fund | 605-39001 | 3,318,822 |
| Transfer from Road and Bridge Fund | 605-39201 | 485,346 |
| Transfer from Transportation Fund | 605-39205 | 15,784 |
| Transfer from Assessment Fund | 605-39211 | 201,241 |
| Transfer from Records Fund | 605-39222 | 3,946 |
| Transfer from Parks and Recreation Fund | 605-39245 | 276,213 |
| Transfer from Family Services and Justice Fund | 605-39254 | 7,892 |
| Transfer from Family Arena Fund | 605-39521 | 55,243 |
| Transfer from Airport Fund | 605-39551 | 7,892 |
| Transfer from Regional Medical Examiner Fund | 605-39750 | <u>27,621</u> |
| | | <u>4,400,000</u> |
| Health Insurance - Medical Claims | 6051010-45233 | <u>4,400,000</u> |

Exhibit C
Page 1

TO: The Members of the St. Charles County Council
The Honorable Nancy Schneider, Council Chair
The Honorable Joe Cronin
The Honorable Joe Brazil
The Honorable Mike Elam
The Honorable Dave Hammond
The Honorable Terry Hollander
The Honorable John White

FROM: Steve Ehlmann, County Executive

DATE: November 17, 2022

RE: Certification of Additional Fund Balance – Various Funds

By this correspondence I hereby certify that pursuant to Section 6.206.1 of the St. Charles County Home Rule Charter, there is available for appropriation, additional fund balance in excess of that estimated in the approved 2022 Budget of the General Revenue Fund, Airport Fund, Regional Medical Examiner Fund and Coronavirus Relief Fund in the amounts of \$3,318,822, \$7,892, \$135,000, and \$45,150, respectively, as shown in the attached exhibit. The purpose of this request is for supplemental appropriations of these additional fund balances in excess of the amounts estimated in the adopted 2022 budget of the funds and amounts listed above.

The fund balance certifications for the General Fund of \$3,318,822 and Airport Fund of \$7,892 are requested to fund transfers to the Self Insurance Fund. This request is also to provide the Regional Medical Examiner Fund the amount of \$135,000 to fund higher than expected hourly death investigator costs and the Coronavirus Relief Fund the amount of \$45,150 to fund higher than expected transfer to Airport costs.

Should the St. Charles County Council approve these supplemental appropriations, in the amounts shown in the attached exhibit, they would be added to the individual accounts shown.

Accordingly, I am requesting that the St. Charles County Council approve this supplemental appropriation ordinance for the purpose described above. I appreciate your favorable consideration of this request.

Exhibit C

Page 2

cc: Joann Leykam, Director of Administration
Rory O'Sullivan, Acting County Counselor
Tracy Bayne, Acting Director of Finance
Brenda Hinton, County Registrar
Donna Vogt, Executive Assistant, St. Charles County Council

2022 BUDGET ADJUSTMENTS

Exhibit C, Page 3-Additional Fund Balance Certification

| Fund | Account | Amount |
|--|----------------|------------------|
| Additional Fund Balance Certification - General Fund | | <u>3,318,822</u> |
| Transfer to Self Insurance Fund | 0019800-49605 | <u>3,318,822</u> |
| | | <u>3,318,822</u> |
| Additional Fund Balance Certification - Airport Fund | | <u>7,892</u> |
| Transfer to Self Insurance Fund | 5519600-49605 | <u>7,892</u> |
| Additional Fund Balance Certification- Regional Medical Examiner Fund | | <u>135,000</u> |
| Hourly - Death Investigators | 7507100-41335 | 56,970 |
| Hourly - Death Investigators | 7507110-41335 | 49,950 |
| Hourly - Death Investigators | 7507120-41335 | 28,080 |
| | | <u>135,000</u> |
| Additional Fund Balance Certification - Coronavirus Relief Fund | | <u>45,150</u> |
| Transfer to Airport Fund | 7609800-49551 | <u>45,150</u> |