

**A SUBSTITUTE ORDINANCE
BY FINANCE/EXECUTIVE COMMITTEE**

AN ORDINANCE AUTHORIZING THE CHIEF FINANCIAL OFFICER TO TRANSFER FUNDS FROM THE GENERAL FUND SURPLUS TO THE E911 FUND TO REDUCE THE DEFICIT, ACCRUE PAYMENT FROM THE GENERAL FUND SURPLUS TO THE DEPARTMENT OF WATERSHED MANAGEMENT FOR OUTSTANDING WATER BILLS, AND TO RECORD ALL NECESSARY AUDIT ADJUSTMENTS TO ENSURE THE CLOSE OUT OF FISCAL YEAR 2012; AND FOR OTHER PURPOSES.

WHEREAS, June 30, 2012 marked the end of Fiscal Year 2012; and

WHEREAS, the City of Atlanta's (the "City") Department of Finance desires to complete the necessary closing and adjusting entries to close out the financial books for Fiscal Year 2012.

THE CITY COUNCIL OF THE CITY OF ATLANTA, GEORGIA, HEREBY ORDAINS, as follows:

SECTION 1: That the Chief Financial Officer of the City is hereby authorized and instructed to transfer funds from the City's General Fund surplus to the City's E911 Fund, transfer funds from the City's General Fund surplus to the Department of Watershed Management and to record all necessary audit adjustments to ensure the close out of Fiscal Year 2012, as detailed in Exhibit A attached.

SECTION 2: That the Chief Financial Officer shall prepare and submit to the Mayor, the Finance/Executive Committee, and all other members of Council, the City's Comprehensive Annual Financial Report for Fiscal Year 2012 within twenty (20) days of the closeout of the accounts for Fiscal Year 2012.

SECTION 3: That all Ordinances and parts of Ordinances in conflict herewith are hereby waived to the extent of the conflict.

Exhibit A

Transfer to Emergency Telephone (E911) Fund:

Fund	Dept	Account	Description	Function	Amount
1001 General Fund	200101	6110004	Operating Trsfr Out	1512000	\$7,654,000.00
2151 E911	000002	3912001	Operating Trsfr In	1512000	(\$7,654,000.00)

Accrue payment for outstanding City water bills:

Fund	Dept	Account	Description	Function	Amount
5051 DWM Revenue	000001	1131001	Due from Other Fund	0000000	\$1,298,285.98
5051 DWM Revenue	000001	1119027	Water AR from Other Funds	0000000	(\$1,298,285.98)
1001 General Fund	200101	5312101	Utilities, Water\Sewer	1512000	\$1,298,285.98
1001 General Fund	000001	1219001	Due to Other Funds	0000000	(\$1,298,285.98)

Audit Adjustments

Additional AP Accrual:

Fund	Dept	Account	Description	Function	Amount
1001 General Fund	200101	5212001	Professional Services	1512000	\$2,500,000.00
2151 E911	000001	1211006	Accounts Payable	0000000	(\$2,500,000.00)

Correction of Solid Waste Receivable and Liability Balances:

Fund	Dept	Account	Description	Function	Amount
5401 Solid Waste Rev	000001	1232001	Landfill Post-closure Liability	0000000	\$4,278,100.39
5401 Solid Waste Rev	130212	5212001	Professional Services Exp	4560000	(\$4,278,100.39)
5401 Solid Waste Rev	000001	1119016	AR- Online excise tax	0000000	\$4,880,000.00
5401 Solid Waste Rev	130201	5510001	Motor Equipment – Fuel Exp	4100000	(\$4,880,000.00)

**AN ORDINANCE
BY FINANCE/EXECUTIVE COMMITTEE**

13-0-0299

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Part II: Legislative White Paper: (This portion of the Legislative Request Form will be shared with City Council members and staff)

A. To be completed by Legislative Counsel:

Committee of Purview:

Caption:

AN ORDINANCE AUTHORIZING THE CHIEF FINANCIAL OFFICER TO TRANSFER FUNDS FROM THE GENERAL FUND SURPLUS TO THE E911 FUND TO REDUCE THE DEFICIT, ACCRUE PAYMENT FROM THE GENERAL FUND SURPLUS TO THE DEPARTMENT OF WATERSHED MANAGEMENT FOR OUTSTANDING WATER BILLS, AND TO RECORD ALL NECESSARY AUDIT ADJUSTMENTS TO ENSURE THE CLOSE OUT OF FISCAL YEAR 2012; AND FOR OTHER PURPOSES.

Council Meeting Date: March 4, 2013

Requesting Dept.:

B.

To be completed by the department:

1. Please provide a summary of the purpose of this legislation (Justification Statement).

Example: Close Out of Fiscal Year 2012

2. Please provide background information regarding this legislation.

3. If Applicable/Known:

(a) Contract Type (e.g. Professional Services, Construction Agreement, etc):

(b) Source Selection: n/a

(c) Bids/Proposals Due: n/a

(d) Invitations Issued: n/a

(e) Number of Bids: n/a

(f) Proposals Received: n/a

(g) Bidders/Proponents: n/a

(h) Term of Contract:

4. Fund Account Center (*Ex. Name and number*) in legislation

5. Source of Funds:

6. Fiscal Impact: n/a

7. Method of Cost Recovery:

This Legislative Request Form Was Prepared By: John Gaffney

TRANSMITTAL FORM FOR LEGISLATION

TO: MAYOR'S OFFICE

ATTN: CANDACE L. BYRD

Dept.'s Legislative Liaison: Charlene Parker

Contact Number: 404-330-6616

Originating Department: Finance

Committee(s) of Purview: Finance/Executive

Chief of Staff Deadline:

Anticipated Committee Meeting Date(s): February 27, 2013

Anticipated Full Council Date: March 4, 2013

Legislative Counsel's Signature: Mariangela Corales

Commissioner Signature:

Chief Procurement Officer Signature: N/A

CAPTION

AN ORDINANCE AUTHORIZING THE CHIEF FINANCIAL OFFICER TO TRANSFER FUNDS FROM THE GENERAL FUND SURPLUS TO THE E911 FUND TO REDUCE THE DEFICIT, ACCRUE PAYMENT FROM THE GENERAL FUND SURPLUS TO THE DEPARTMENT OF WATERSHED MANAGEMENT FOR OUTSTANDING WATER BILLS, AND TO RECORD ALL NECESSARY AUDIT ADJUSTMENTS TO ENSURE THE CLOSE OUT OF FISCAL YEAR 2012; AND FOR OTHER PURPOSES.

FINANCIAL IMPACT (if any):

Received by CPO: _____ Received by LC from CPO: _____
(date) (date)

Received by Mayor's Office: Adiego 2-7-13 Reviewed by: _____
(date) (date)

Submitted to Council: _____

**LEGISLATIVE COUNSEL
REQUEST FOR LEGISLATION**

For Legislative Counsel Use Only	
_____ Date Received	_____ Complete _____ Incomplete (Date returned: _____)
_____ Date of Department Consultation	_____ Date of Finance Department Consultation
Commissioner Notified: ___ Yes ___ No If No, Why? _____	
Legislation Required ___ Yes ___ No	Legislation Type ___ Resolution ___ Ordinance
Amends the Code ___ Yes ___ No	Blueback Prepared ___ Yes ___ No
Commissioner Signature _____	
Council Members Only: Authority to speak to Subject Matter Attorney ___ Yes ___ No Authority to speak to Department ___ Yes ___ No	

Date Submitted: 2/8/2013

Department Submitting Request: Finance

Person Submitting Request: John Gaffney Extension: 6084

Bureau/Division Manager: Jim Beard Extension: 6453

Requesting preliminary meeting with Legislative Counsel attorney? Yes No

Subject Matter of the Meeting _____

Cycle Number/Requested Full Council Date (not earlier than 4 weeks from date of submission): 5

If this must be submitted to Council in fewer than 4 weeks explain why. Please identify consequences if legislation is not submitted for requested cycle. Also, if applicable, please state why the Legislative Request Form was submitted after the Cycle deadline. All non-conforming requests must have Commissioner approval.

**LEGISLATIVE COUNSEL
REQUEST FOR LEGISLATION**

Part I: Legislative Request Form:

Instructions: Please answer all questions fully before submitting. Attach additional pages if necessary. All requests for legislation must have approval of a manager prior to submission. All incomplete requests will be returned. Send request via electronic mail to Legislative Counsel. No hard copies will be accepted. Please refer to attached deadlines for the relevant Chief of Staff submission guidelines.

1. Legislation Name/Project Name: Fiscal year 2012 close-out

2. What is the purpose of this legislation? (check one)

- Accept a grant or donation
- Amend budget
- Amend Code of Ordinances
- Amend Contract
- Anticipate funds
- Appropriate funds
- Apply for a grant or donation
- Authorize/renew Contract
- Fines/penalties
- Human Resources related
- Make a purchase
- New project
- Procuring goods
- Procuring services
- Other, please explain Audit and fiscal year end closing adjustments

Please describe in detail the purpose of your legislation? The legislation authorizes the CFO to make all year end FY12 closing accounting entries and adjustments including a transfer from the general fund surplus to the E911 fund, and a transfer from the general fund surplus to DWM for outstanding City water bills.

If this legislation is to award/amend/renew a contract, please provide the following:
Expiration date of contract:
Contract Term (months/yr):

**LEGISLATIVE COUNSEL
REQUEST FOR LEGISLATION**

3. Please describe why legislation is required rather than administrative action by the Department (please cite any relevant code sections or internal policies).

Technically the budget is being amended

4. If there is an existing process, will this legislation impact that process? How?

Y

5. Please explain and estimate any financial impact on the City or your Department.

- Will the City need to appropriate or transfer funds to accomplish this purpose?

YES

- Has this purpose already been set forth in the budget?

NO

- Will there be a fee or charge assessed by the City?

o If so, how much?

o How was the fee or charge determined?

- What FAC #'s are needed for this legislation? Also, please provide the associated amounts.

- Is a grant required for this legislation? Yes No

If so, is a matching grant required? Yes No

- Will there be an increase or decrease in personnel? NO

o Has HR been made aware of the need for personnel changes? Yes No
If so, who is the contact person? at extension

o Will positions be created or abolished?

- Will additional resources be required to achieve this purpose? NO

o If yes, what are those resources?

o Has the Department estimated the cost of those resources?

**LEGISLATIVE COUNSEL
REQUEST FOR LEGISLATION**

Will revenue be generated for the City? NO

6. If there has been previous or similar legislation, please describe and cite the relevant legislation (e.g., 04-R-0001). 11-O-1657
7. Is this a computer/technology purchase? Yes No
If so, please forward ISR (Information System Hardware/Software Request) along with a copy of this Legislative Request Form via inter-office mail to: Legislative Counsel, Suite 4100, Law Department.

Please forward any additional pertinent or supporting documents (e.g. contracts, exhibits, requisitions, copies of any old ordinances/resolutions pertaining to this issue, etc.) along with a copy of this Legislative Request Form and legislative white paper via email to legislative_counsel or via inter-office mail to: Legislative Counsel, Suite 4100, Law Department.