



Budget Change Request

Change request information

Title Adjust FTE Allocations. 5% to fund 1160 for 3 staff members
Number B-04-02 Department 04 - Treasurer
Requester Jennifer Smith
Published by Jay Saiki Publish Date 2023-08-23
Change Type Policy Change

Board outcome *(to be entered by budget after Board action)*

Board Decision
Board Changes

Funds affected

Fund 1160 - Real Estate
General Fund Affected? Yes More Than One Fund Affected? Yes

Policy request priority and connection to the strategic plan

Priority # 0 Strategic Plan

Does this request include federal, state, or private grants?

Grant Funded? None
Grantor and timeframe

Does this request affect current positions or propose new positions?

HR Payroll e-mailed? No Position Impact None
Current position numbers affected

What do you need and why? Include any unexpected and external requirements.

Statement of Need

This request updates the allocation of expenses and has a net 0 dollar impact to the overall Treasurer budget.

This is a shift of costs from the general fund to fund 1160. The three positions affected are the primary handlers and processors of REET in the Treasurer's Office. Moving these costs to fund 1160 will better align with job responsibilities.

How will this change the performance of your office or department?

Statement of Need

There will be no changes in performance or operation.

Expenditure, FTE and revenue assumptions plus current budget level

Assumptions

Moving these costs to fund 1160 will better align with job responsibilities.

Current Budget Level

The cost for these FTE's will remain in the general fund.

What happens if this isn't funded? Are there other options?

Impacts and Alternatives

None needed.

How does this request affect other offices and departments?

Impact to Other Departments

Which Other Departments are Affected?

Operating Transfer Needed? No

Operating Transfer Coding and Amount

Personnel Information

FTE	Number	Name	Start Date	End Date
0.05	04R00096	SR CUSTOMER SVC REPRESENTATIVE		
(0.05)	04R00096	SR CUSTOMER SVC REPRESENTATIVE		
0.05	04R00102	SR CUSTOMER SVC REPRESENTATIVE		
(0.05)	04R00102	SR CUSTOMER SVC REPRESENTATIVE		
0.05	04R01309	SR CUSTOMER SVC REPRESENTATIVE		
(0.05)	04R01309	SR CUSTOMER SVC REPRESENTATIVE		
0.00	< Total			

Operating Revenue Line Items

Org Code	Object Code	Object Description	Project Code	2024	2025
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Capital Revenue Line Items

Org Code	Object Code	Object Description	Project Code	2024	2025
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Operating Expenditure Line Items

Org Code	Object Code	Object Description	Project Code	2024	2025
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0104A400	510000	SALARIES		(2,529)	(2,605.00)
0104A400	510000	SALARIES		(2,605)	(2,683.00)
0104A400	510000	SALARIES		(2,630)	(2,709.00)
0104A400	521000	SOCIAL SECURITY		(194)	(199.00)
0104A400	521000	SOCIAL SECURITY		(199)	(205.00)
0104A400	521000	SOCIAL SECURITY		(201)	(207.00)
0104A400	522000	RETIREMENT		(237)	(245.00)
0104A400	522000	RETIREMENT		(245)	(252.00)
0104A400	522000	RETIREMENT		(247)	(254.00)
0104A400	523000	MEDICAL/DENTAL/LIFE		(1,301)	(1,364.00)
0104A400	523000	MEDICAL/DENTAL/LIFE		(575)	(602.00)
0104A400	523000	MEDICAL/DENTAL/LIFE		(990)	(1,037.00)
0104A400	524000	WORKERS COMPENSATION-L&I		(18)	(18.00)
0104A400	524000	WORKERS COMPENSATION-L&I		(18)	(18.00)
0104A400	524000	WORKERS COMPENSATION-L&I		(18)	(18.00)
0104A400	525000	UNEMPLOYMENT COMPENSATION		(8)	(8.00)
0104A400	525000	UNEMPLOYMENT COMPENSATION		(8)	(8.00)
0104A400	525000	UNEMPLOYMENT COMPENSATION		(8)	(8.00)
0104A400	526000	PAID FAMILY MEDICAL LEAVE		(6)	(6.00)
0104A400	526000	PAID FAMILY MEDICAL LEAVE		(6)	(6.00)
0104A400	526000	PAID FAMILY MEDICAL LEAVE		(6)	(6.00)
0104A400	527000	LONG TERM DISABILITY		(14)	(15.00)
0104A400	527000	LONG TERM DISABILITY		(15)	(15.00)
0104A400	527000	LONG TERM DISABILITY		(15)	(15.00)
1160A450	510000	SALARIES		2,529	2,605.00
1160A450	510000	SALARIES		2,605	2,683.00
1160A450	510000	SALARIES		2,630	2,709.00
1160A450	521000	SOCIAL SECURITY		194	199.00
1160A450	521000	SOCIAL SECURITY		199	205.00
1160A450	521000	SOCIAL SECURITY		201	207.00
1160A450	522000	RETIREMENT		247	254.00
1160A450	522000	RETIREMENT		237	245.00
1160A450	522000	RETIREMENT		245	252.00
1160A450	523000	MEDICAL/DENTAL/LIFE		1,301	1,364.00
1160A450	523000	MEDICAL/DENTAL/LIFE		575	602.00
1160A450	523000	MEDICAL/DENTAL/LIFE		990	1,037.00
1160A450	524000	WORKERS COMPENSATION-L&I		18	18.00

1160A450	524000	WORKERS COMPENSATION-L&I		18	18.00
1160A450	524000	WORKERS COMPENSATION-L&I		18	18.00
1160A450	525000	UNEMPLOYMENT COMPENSATION		8	8.00
1160A450	525000	UNEMPLOYMENT COMPENSATION		8	8.00
1160A450	525000	UNEMPLOYMENT COMPENSATION		8	8.00
1160A450	526000	PAID FAMILY MEDICAL LEAVE		6	6.00
1160A450	526000	PAID FAMILY MEDICAL LEAVE		6	6.00
1160A450	526000	PAID FAMILY MEDICAL LEAVE		6	6.00
1160A450	527000	LONG TERM DISABILITY		14	15.00
1160A450	527000	LONG TERM DISABILITY		15	15.00
1160A450	527000	LONG TERM DISABILITY		15	15.00
			Total:	-	-

Capital Expenditure Line Items

Org Code	Object Code	Object Description	Project Code	2024	2025
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