

City of Saint Paul Financial Analysis

1	File ID Number:	AO 24-XXX		
2				
3	Budget Affected:	CIB Budget	Multiple Departments	Capital
4				
5	Total Amount of Transaction:	16,052,065		
6				
7	Funding Source:	Other	Please Specify Funding Source: CIB Bonds	
8				
9		Appropriation already included in budget?	Yes	
10				
11	Charter Citation:	57.09, 10.07.4		
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Fiscal Analysis

Move remaining Deferred Capital Maintenance funding from 2022 and 2023 budgets and the 2024 Capital Maintenance funding out of a general contingency and into project codes for various city departments, as recommended by the CIB Committee.

Detail Accounting Codes:

GENERAL LEDGER (GL) - ANNUAL BUDGET

Spending Changes

Move 2023 capital maintenance budget authority out of a general contingency and into project codes for various city departments

GL Annual Budget					CURRENT		AMENDED
Company	Fund-Dept-Cost Center	Account	Description		BUDGET	CHANGES	BUDGET
1. MOVE 2024 Capital Maintenance Funding							
1	40017950	74105	CAPITAL MAINTENANCE - CM CONTINGENCY		18,980,343	(16,052,065)	2,928,278
1	40017950	64505	GENERAL MAINTENANCE - PUBLIC ART MAINTENANCE		-	127,500	127,500
1	40031950	64505	GENERAL MAINTENANCE - PUBLIC WORKS		-	1,778,875	1,778,875
1	40023950	64505	GENERAL MAINTENANCE - POLICE		-	2,503,246	2,503,246
1	40022950	64505	GENERAL MAINTENANCE - FIRE AND SAFETY SERVICES		-	4,711,372	4,711,372
1	40043950	64505	GENERAL MAINTENANCE - LIBRARY		-	1,294,197	1,294,197
1	40024950	64505	GENERAL MAINTENANCE - DSI		-	1,612,136	1,612,136
1	40041950	64505	GENERAL MAINTENANCE - PARKS AND RECREATION		-	3,605,239	3,605,239
1	40013950	64505	GENERAL MAINTENANCE - OFS FLEET		-	419,500	419,500
TOTAL:					18,980,343	-	18,980,343

Financing Changes

Move 2023 capital maintenance budget authority out of a general contingency and into project codes for various city departments

GL Annual Budget					CURRENT		AMENDED
Company	Fund-Dept-Cost Center	Account	Description		BUDGET	CHANGES	BUDGET
1. Allocate Remaining Deferred Maintenance Funding 2022							
1	40017950	56022	Intra Fund in 2022 Bond Draw - Citywide Capital Maintenance Program		(6,147,000)	5,454,531	(692,469)
1	40022950	56022	General Maintenance - Fire and Safety Services		(54,149)	(4,365,123)	(4,419,272)
1	40013950	56022	General Maintenance - OFS Fleet		(48,000)	(419,500)	(467,500)
1	40043950	56022	General Maintenance - Library		(140,793)	(323,659)	(464,452)
1. Allocate Remaining Deferred Maintenance Funding 2023							
1	40017950	56023	Intra Fund in 2023 Bond Draw - Citywide Capital Maintenance Program		(11,411,112)	9,269,785	(2,141,327)
1	40043950	56023	Capital Maintenance - Library		(123,224)	(970,538)	(1,093,762)
1	40017950	56023	Capital Maintenance - Public Art Maintenance		(7,500)	(120,000)	(127,500)
1	40041950	56023	Intra Fund In Bond Draw - Parks and Recreation		(3,812,506)	(3,605,239)	(7,417,745)
1	40023950	56023	Intra Fund In Bond Draw - Police		(286,303)	(2,503,246)	(2,789,549)
1	40031950	56023	General Maintenance - Public Works		(1,777,390)	(1,778,875)	(3,556,265)
1	40024950	56023	General Maintenance - DSI		(1,206,817)	(638,136)	(1,844,953)
2. Allocate 2024 Capital Maintenance							
1	40017950	56024	Intra Fund In Bond Draw - Contingency 2024		(1,500,000)	1,327,749	(172,251)
1	40017950	56024	Intra Fund In Bond Draw - Public Art Maintenance		-	(7,500)	(7,500)
1	40022950	56022	General Maintenance - Fire and Safety Services		-	(346,249)	(346,249)
1	40024950	56024	Intra Fund In Bond Draw - DSI		-	(974,000)	(974,000)
TOTAL:					(26,514,794)	-	(26,514,794)

64 **ACTIVITY LEDGER (AC) - LIFE TO DATE ACTIVITY BUDGET**

65 Complete this section for Grants, Capital, Capital Bond Proceeds, STAR, TIF, and HRA amendments.

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67 **Spending Changes**

68 Move 2023 capital maintenance budget authority out of a general contingency and into project codes for various city departments

Life to Date Activity Budget				CURRENT	CHANGES	AMENDED
Activity Group	Activity	Account Category	Description	BUDGET		BUDGET
1. Allocate Remaining Deferred Maintenance Funding 2022						
C-FMSCAP	C229T05200000	74105	Intra Fund in 2022 Bond Draw - Citywide Capital Maintenance Program	6,147,000	(5,454,531)	692,469
C-FMSCAP	C229T05293005	64505	General Maintenance - Fire and Safety Services	54,149	4,365,123	4,419,272
C-FMSCAP	C229T05293001	64505	General Maintenance - OFS Fleet	48,000	419,500	467,500
C-FMSCAP	C229T05293008	64505	General Maintenance - Library	140,793	323,659	464,452
2. Allocate Remaining Deferred Maintenance Funding 2023						
C-FMSCAP	C239T05300000	74105	Intra Fund in 2023 Bond Draw - Citywide Capital Maintenance Program	11,411,112	(9,269,785)	2,141,327
C-FMSCAP	C239T05393008	64505	Capital Maintenance - Library	123,224	970,538	1,093,762
C-FMSCAP	C239T05393011	64505	Capital Maintenance - Public Art Maintenance	7,500	120,000	127,500
C-FMSCAP	C239T05393003	64505	Intra Fund In Bond Draw - Parks and Recreation	3,812,506	3,605,239	7,417,745
C-FMSCAP	C239T05393004	64505	Intra Fund In Bond Draw - Police	286,303	2,503,246	2,789,549
C-FMSCAP	C239T05393002	64505	General Maintenance - Public Works	1,777,390	1,778,875	3,556,265
C-FMSCAP	C239T05393009	64505	General Maintenance - DSI	1,206,817	638,136	1,844,953
3. Allocate 2024 Capital Maintenance						
C-FMSCAP	C249T05493000	74105	Intra Fund In Bond Draw - Contingency 2024	1,500,000	(1,327,749)	172,251
C-FMSCAP	C249T05493011	64505	Intra Fund In Bond Draw - Public Art Maintenance	-	7,500	7,500
C-FMSCAP	C249T05493005	64505	General Maintenance - Fire and Safety Services	-	346,249	346,249
C-FMSCAP	C249T05493009	64505	Intra Fund In Bond Draw - DSI	-	974,000	974,000
Total				26,514,794	-	26,514,794

91 **Financing Changes**

92 Move deferred and capital maintenance budget authority out of a general contingency and into project codes for various city departments

Life to Date Activity Budget				CURRENT	CHANGES	AMENDED
Activity Group	Activity	Account Category	Description	BUDGET		BUDGET
1. Allocate Remaining Deferred Maintenance Funding						
C-FMSCAP	C229T05200000	56022	Intra Fund in 2022 Bond Draw - Citywide Capital Maintenance Program	(6,147,000)	5,454,531	(692,469)
C-FMSCAP	C229T05293005	56022	General Maintenance - Fire and Safety Services	(54,149)	(4,365,123)	(4,419,272)
C-FMSCAP	C229T05293001	56022	General Maintenance - OFS Fleet	(48,000)	(419,500)	(467,500)
C-FMSCAP	C229T05293008	56022	General Maintenance - Library	(140,793)	(323,659)	(464,452)
2. Allocate Remaining Deferred Maintenance Funding 2023						
C-FMSCAP	C239T05300000	56023	Intra Fund in 2023 Bond Draw - Citywide Capital Maintenance Program	(11,411,112)	9,269,785	(2,141,327)
C-FMSCAP	C239T05393008	56023	Capital Maintenance - Library	(123,224)	(970,538)	(1,093,762)
C-FMSCAP	C239T05393011	56023	Capital Maintenance - Public Art Maintenance	(7,500)	(120,000)	(127,500)
C-FMSCAP	C239T05393003	56023	Intra Fund In Bond Draw - Parks and Recreation	(3,812,506)	(3,605,239)	(7,417,745)
C-FMSCAP	C239T05393004	56023	Intra Fund In Bond Draw - Police	(286,303)	(2,503,246)	(2,789,549)
C-FMSCAP	C239T05393002	56023	General Maintenance - Public Works	(1,777,390)	(1,778,875)	(3,556,265)
C-FMSCAP	C239T05393009	56023	General Maintenance - DSI	(1,206,817)	(638,136)	(1,844,953)
3. Allocate 2024 Capital Maintenance						
C-FMSCAP	C249T05493000	56024	Intra Fund In Bond Draw - Contingency 2024	(1,500,000)	1,327,749	(172,251)
C-FMSCAP	C249T05493011	56024	Intra Fund In Bond Draw - Public Art Maintenance	-	(7,500)	(7,500)
C-FMSCAP	C249T05493005	56024	General Maintenance - Fire and Safety Services	-	(346,249)	(346,249)
C-FMSCAP	C249T05494007	56024	Intra Fund In Bond Draw - DSI	-	(974,000)	(974,000)
TOTAL:				(26,514,794)	-	(26,514,794)

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Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
1.) Close a completed project with excess balances	Administrative Order (completed by OFS) Periodic review by the CIB Committee	- Amend project financing and spending - Transfer excess appropriation to contingency when applicable	Administrative Code 57.09 (2) City Charter 10.09 - Accomplished projects
2.) Close a completed project with no excess balances, but excess spending authority	Administrative Order (completed by OFS) Periodic review by the CIB Committee	- Amend project financing and spending	City Charter 10.09 - Accomplished projects
3.) Close a completed project with no excess balances and no excess spending authority	None	- Contact OFS with project budget codes to have the project inactivated in the finance system	N/A
4.) <u>Adding new spending authority to an existing project (without changing the scope of the project)</u>			
a.) Financing source is new money	CIB Committee review and recommendation Mayor recommends via resolution Compliance with City Comprehensive Plan Public hearing	- Amend project financing and spending to recognize new revenue	Administrative Code 57.09 (1) City Charter 10.07.1

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
b.) Financing source is contingency (less than \$25,000)	All proposed uses of Contingency funds must first be reviewed by OFS		
	Transfers within a department require an Administrative Order (completed by departments; verified and approved by OFS)	- Reduce amount in appropriate contingency fund	Administrative Code 57.09 (3) a
	A.O.s require periodic review by CIB Committee	- Amend project spending and financing to recognize use of contingency funding	City Charter 10.07.4
	Transfers between departments require a resolution (completed by departments; verified and approved by OFS)		
c.) Financing source is contingency (more than \$25,000)	All proposed uses of Contingency funds must first be reviewed by OFS		
	CIB Committee review and recommendation	- Reduce amount in appropriate contingency fund (" <i>unallocated reserve account</i> ")	Administrative Code 57.09 (3) b
	Mayor recommends via resolution	- Amend project spending and financing to recognize use of contingency funding	City Charter 10.07.4
	Public hearing		

Capital Project and Budget Changes Procedures Guide

2/14/2014

In order to:	Resolution and/or A.O. Required? CIB	Resolution/AO Action	Charter/Code Citation
<u>Add a new project</u>			
5.) OR			
<u>Expand the scope of an existing project</u>			
	CIB Committee review and recommendation		
a.) Financing source is new money	Mayor recommends via resolution	- Amend project financing and spending to recognize new revenue	Administrative Code 57.09 (1)
	Compliance with City Comprehensive Plan		City Charter 10.07.1
	Public hearing		
	All proposed uses of Contingency funds must first be reviewed by OFS		
b.) Financing source is contingency	CIB Committee review and recommendation	- Transfer dollars from contingency to new project	Administrative Code 57.09 (1)
	Mayor recommends via resolution	- Amend spending and financing to recognize transfer	City Charter 10.07.4
	Public hearing		
6.) Declare a project abandoned	Council resolution	- Identify project as abandoned -Transfer appropriation for the abandoned project to a separate contingency fund (" <i>unallocated reserve account</i> ") - Reappropriation of the funds needs CIB Committee review, Mayor recommendation, and Council approval (see either of the Add dollars to a project sections above)	Administrative Code 57.09 (4) City Charter 10.09
7.) Replace an approved project with a new project	1) Declare an approved project abandoned or completed with excess balances (see process above) 2) Add new project after capital improvement budget is adopted (see process above)	- Can accomplish both steps in one resolution	