

City of Saint Paul Financial Analysis

1 **File ID Number:** AO 23-53

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3 **Budget Affected:** CIB Budget Multiple Departments Capital

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5 **Total Amount of Transaction:** \$ 6,519,657

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7 **Funding Source:** Other **Please Specify Funding Source:** CIB Bonds

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9 **Appropriation already included in budget?** Yes

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11 **Charter Citation:** 57.09, 10.07.4

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14 **Fiscal Analysis**

15 Move 2023 capital maintenance funding out of a general contingency and into project codes for various phase one deferred maintenance
 16 projects, as recommended by the CIB Committee.

21 **Detail Accounting Codes:**

GENERAL LEDGER (GL) - ANNUAL BUDGET

25 **Spending Changes**

26 *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	40017950	74105	Capital Maintenance - Contingency		17,930,769	(6,519,657)	11,411,112
1	40043950	64505	Capital Maintenance - Library		-	123,224	123,224
1	40024950	64505	General Maintenance - DSI		-	1,206,817	1,206,817
1	40041950	64505	General Maintenance - Parks and Recreation		-	3,025,734	3,025,734
1	40023950	64505	General Maintenance - Police		-	96,553	96,553
1	40022950	64505	General Maintenance - Fire and Safety Services		-	289,939	289,939
1	40031950	64505	General Maintenance - Public Works		-	1,777,390	1,777,390
TOTAL:					17,930,769	-	17,930,769

38 **Financing Changes**

39 *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	40017950	56023	Intra Fund In Bond Draw - Contingency		(17,930,769)	6,519,657	(11,411,112)
1	40043950	56023	Capital Maintenance - Library		-	(123,224)	(123,224)
1	40024950	56023	Intra Fund In Bond Draw - DSI		-	(1,206,817)	(1,206,817)
1	40041950	56023	Intra Fund In Bond Draw - Parks and Recreation		-	(3,025,734)	(3,025,734)
1	40023950	56023	Intra Fund In Bond Draw - Police		-	(96,553)	(96,553)
1	40022950	56023	Intra Fund In Bond Draw - Fire and Safety Services		-	(289,939)	(289,939)
1	40031950	56023	Intra Fund In Bond Draw - Public Works		-	(1,777,390)	(1,777,390)
TOTAL:					(17,930,769)	-	(17,930,769)

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

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

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54 **Spending Changes**

55 *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		AMENDED
Activity Group	Activity	Account Category	Description	BUDGET	CHANGES	BUDGET
58 C-FMSCAP	C239T05300000	74105	Capital Maintenance - CM Contingency	17,930,769	(6,519,657)	11,411,112
59 C-FMSCAP	C239T05393008	64505	Capital Maintenance - Library	-	123,224	123,224
60 C-FMSCAP	C239T05393009	64505	General Maintenance - DSI	-	1,206,817	1,206,817
61 C-FMSCAP	C239T05393003	64505	General Maintenance - Parks and Recreation	786,772	3,025,734	3,812,506
62 C-FMSCAP	C239T05393004	64505	General Maintenance - Police	189,750	96,553	286,303
63 C-FMSCAP	C239T05393005	64505	General Maintenance - Fire and Safety Services	62,559	289,939	352,498
64 C-FMSCAP	C239T05393002	64505	General Maintenance - Public Works		1,777,390	1,777,390
65 TOTAL:				18,969,850	-	18,969,850

67 **Financing 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		AMENDED
Activity Group	Activity	Account Category	Description	BUDGET	CHANGES	BUDGET
71 C-FMSCAP	C239T05300000	56023	Intra Fund In Bond Draw - 2023 Capital Maintenance Continger	(17,930,769)	6,519,657	(11,411,112)
72 C-FMSCAP	C239T05393008	56023	Intra Fund In Bond Draw - Public Library		(123,224)	(123,224)
73 C-FMSCAP	C239T05393009	56023	Intra Fund In Bond Draw - DSI	-	(1,206,817)	(1,206,817)
74 C-FMSCAP	C239T05393003	56023	Intra Fund In Bond Draw - Parks and Recreation	(786,772)	(3,025,734)	(3,812,506)
75 C-FMSCAP	C239T05393004	56023	Intra Fund In Bond Draw - Police	(189,750)	(96,553)	(286,303)
76 C-FMSCAP	C239T05393005	56023	Intra Fund In Bond Draw - Fire and Safety Services	(62,559)	(289,939)	(352,498)
77 C-FMSCAP	C239T05393002	56023	General Maintenance - Public Works	-	(1,777,390)	(1,777,390)
78 TOTAL:				(18,969,850)	-	(18,969,850)

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> ")	Administrative Code 57.09 (4) City Charter 10.09
		- Reappropriation of the funds needs CIB Committee review, Mayor recommendation, and Council approval (see either of the Add dollars to a project sections above)	
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	