

Mayor and Council Communication

DATE: 09/22/20

M&C FILE NUMBER: M&C 20-0676

LOG NAME: 03FY20 CAPITAL CLEANUP Q4

SUBJECT

(ALL) Authorize Financial Transactions in Certain Capital Project Funds to Facilitate the Clean-Up and Close-Out of Capital Projects and Adopt Appropriation Ordinances

RECOMMENDATION:

It is recommended that the City Council:

1. Reallocate appropriations in the Park and Recreation Department within the General Fund, in the amount of \$12,000.00, from Operations and Maintenance to Capital Transfer for the purpose of transferring to the William McDonald YMCA Major Maintenance Project within the General Capital Projects Fund;
2. Adopt the attached appropriation ordinance increasing receipts and appropriations in the General Capital Projects Fund, in the amount of \$12,000.00, transferred from the General Fund, for the William McDonald YMCA Major Maintenance Project (City Project No. 102349);
3. Adopt the attached appropriation ordinance adjusting receipts and appropriations in the Crime Control and Prevention District Capital Projects Fund, in the amount of \$347,562.00, for the purpose of transferring to the Crime Control and Prevention District;
4. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the Special Donations Capital Projects Fund, in the amount of \$25,500.00 for improvements at the McLeland Tennis Center (City Project No. 100410); and
5. Adopt the attached appropriation ordinance decreasing receipts and appropriations in the Botanic Garden Renovation-Rehabilitation programmable project (City Project No. P00110) within the General Capital Projects Fund, in the amount of \$201,000.00, and increasing receipts and appropriations in the Botanical Gardens South Vista Drainage project (City Project No. 102820) by the same amount.

DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to provide for capital project clean-up as identified throughout the fiscal year. Items of clean up that are needed may include but are not limited to actions such as authorizing transfers, balancing receipts and appropriations for primarily completed projects to facilitate closing, provide correcting budget transfers and general ledger entries to prepare for project closure or to balance a project, move additional or residual receipts and appropriations to the appropriate capital project fund, and other ancillary actions to fulfill capital obligations as needed.

As the City has enhanced budgetary and expenditure controls, these requested items seek approval for transparency and control purposes. To the extent possible, each request has been reviewed by the budget division in conjunction with the participating department for accuracy and completeness.

Items addressed in this M&C are as follows:

General Fund (PAR Department) and General Capital Projects Fund-William McDonald YMCA Major Maintenance Project

Via M&C C-27548, approved 12/01/2015, the city agreed to provide long-term support for the operation and major maintenance and repairs of the SE YMCA Aquatics Facility in the form of an annual subsidy and contribute to a long-term major maintenance reserve. Due to the SE YMCA project completion delay in FY2018, the city's financial contribution towards the reserve for this fiscal year did not occur. This authorization allows for the transfer, in the amount of \$12,000, to be made from the PAR Department within the General Fund to the General Capital Projects Fund. The City will then be in compliance with setting aside its annual contribution amount as indicated in City Secretary Contract No. 47755. Currently, appropriations of \$12,000.00 exist in the FY2020 General Fund operating budget in operations and maintenance that were specifically for this agreement and will be reallocated to a capital transfer account to enable the execution of the transfer. There is no impact to the General Fund for this reallocation between budgeted categories. This M&C is requesting to appropriate the funds in the William McDonald YMCA Major Maintenance project within the General Capital Projects Fund.

Crime Control and Prevention District Fund and Crime Control and Prevention District (CCPD) Capital Projects Fund – Project Completions

This M&C is requesting authorization to adjust appropriations in the CCPD Capital Projects Fund, in the amount of \$347,562.00, and transfer to the Crime Control and Prevention District Fund for the purpose of addressing projected funding shortfalls. Of this amount, \$328,063.00 is from residual balances of several completed projects and \$19,499.00 is from programmable project P00050-Facility Renovations/Expense-Police.

Special Donations Capital Projects Fund – Park & Recreation Department

Lifetime Tennis, the current vendor of the McLeland Tennis Center, pays a yearly capital improvement fee that goes towards improvements at this tennis center. To date, Park & Recreation Department has received revenues of \$21,000.00 and expects to receive \$4,500.00 in September for FY2020. This M&C requests authorization to appropriate funds, in the amount of \$25,500.00, for improvements towards the McLeland Tennis

Center. Planned improvements include resurfacing the hitting wall area and making two pickleball courts out of the existing tennis courts.

General Capital Project Fund-Botanic Garden Renovation-Rehabilitation

On May 5, 2020, M&C 20-0266 funded several Botanic Garden (BG) improvement projects with tax notes. The BG South Vista Drainage project, which will address drainage improvements and site revegetation (regrade and replant), has a total project cost of \$483,240.00, of which \$282,240.00 is from tax notes funding. The BG South Vista Drainage is a static project and cannot receive funding from a programmable project, therefore, this M&C requests authorization to decrease appropriations in the Botanic Garden Renovations-Rehabilitation programmable project and increase appropriations in the BG South Vista Drainage static project in the amount of \$201,000.00 to complete the funding needs for this project.

A Form 1295 is not required because: This M&C does not request approval of a contract with a business entity.

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are currently available in the General Fund, General Capital Projects Fund, and the CCPD Capital Projects Fund, and upon approval of the above recommendations and adoption of the attached appropriation ordinances, funds will be available in the Crime Control and Prevention District Fund, General Capital Projects Fund and Special Donations Cap Projects Fund, for the BG South Vista Drainage project, the William McDonald (SE) YMCA project and the McLeland Tennis Center Imp project. Prior to an expenditure being incurred, the Police and Park & Recreation Departments have the responsibility of verifying the availability of funds.

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