

# Mayor and Council Communication

**DATE:** 06/28/22

**M&C FILE NUMBER:** M&C 22-0501

**LOG NAME:** 35FY22 POLICE SPECIAL DONATION APPROPRIATION

**SUBJECT**

(ALL) Adopt Attached Appropriation Ordinances Increasing Estimated Receipts and Appropriations in the Special Donations Fund in the Amount of \$69,249.08 to Support Training and Certification Programs and Other Police Related Activities and in the Special Purpose Fund in the Amount of \$449,970.14 to Ratify Previous Expenditures and Purchase Replacement Rifle Resistant Vests and Amend the Fiscal Year 2022 Adopted Budget

**RECOMMENDATION:**

It is recommended that the City Council:

1. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the Special Donations Fund in the amount of \$69,249.08, from available fund balance, for the purpose of funding Police Department services;
2. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the Special Purpose Fund in the amount of \$449,970.14, from available funds, for the purpose of funding the Police Gift Fund Designated project (City Project No. S00089); and
3. Amend the Fiscal Year 2022 Adopted Budget.

**DISCUSSION:**

The purpose of this Mayor and Council Communication (M&C) is to authorize the appropriation and use of revenue the Police Department received from private donations.

The Police Department has remaining fund balance from two funds: The Special Donations Fund (\$69,249.08) and the Special Purpose Fund (\$177,672.48). These fund balances are remaining from donations received from donors to provide both specified and unspecified support to Police services. The details on each fund are provided below.

Approval of recommendation #2 will balance receipts and appropriations in City Project No. S00089. The funds in the Special Donations Fund and the Special Purpose Fund are restricted for Police Department use and will be used as shown below:

North Division Programs/Equipment/Uniforms	\$17,204.96
Clergy and Police Alliance (CAPA)	\$7,744.78
Police Training and Certification	\$36,363.86
General Support (Unrestricted)	\$185,607.96
Remaining Fund Balance (Police only)	\$246,921.56

Special Donations Fund (25010)

This fund serves as the current fund for Police donations and must be appropriated annually. The average donation is \$3,132.09 and are received from corporation and private charities. The restricted donations in this fund are for (1) North Division (i.e. Programs, Equipment, and Uniforms) including support of North Division Bike Patrol Unit, the Police Code Blue Program, Neighborhood Police Officers for Bike Program, Child Safety Programs, and equipment/uniforms for North Division Officers; (2) The Clergy and Police Alliance (CAPA) which is a coalition of pastors who work in partnership with the Police Department to serve the citizens of Fort Worth by ministering in crisis situations and supporting victims; and (3) the Fort Worth Police Officers Award Foundation for specified Police Department training and certification programs. Unrestricted donations are specified as General Support and are applied towards unbudgeted needs prioritized by the Chief through the Needs Assessment system (\$7,935.48).

Fund / Department	FY2022 Adopted Budget	Authority	Budget Adjustment	Revised FY2022 Budget

Budget Category				
Special Donations Fund				
Revenues				
Police	\$ -	This M&C	\$ 69,249.08	\$ 69,249.08
<b>Total Revenues</b>	<b>\$ -</b>		<b>\$ 69,249.08</b>	<b>\$ 69,249.08</b>
Expenditures				
Police	\$ -	This M&C	\$ 69,249.08	\$ 69,249.08
<b>Total Expenditures</b>	<b>\$ -</b>		<b>\$ 69,249.08</b>	<b>\$ 69,249.08</b>

Funding is available for appropriation in the fund balance of the Special Donations Fund, which contains balances for multiple City departments. The beginning balance is \$817,012.73 and the balance will be \$747,763.65 after this M&C. This is a difference of \$69,249.08, representing remaining fund balance for the Police portion of the fund.

#### Special Purpose Fund (25002)

Per M&C 21-0239, this fund was originally intended as a mechanism for managing short-term projects with finite durations. For Police, it held a fund balance for donations prior to FY2018 when the Special Donations Fund was established. At the direction of Financial Management Services, Police staff completed a review of 25-years of financial data including transactions from previous accounting systems. These residual revenue balances date back past 1998 and have been identified as needing appropriation in order to facilitate closure of this fund.

The identified amount includes \$272,297.66 in expenditures from previous fiscal years when this fund did not require appropriation. This M&C appropriates the full amount of \$449,970.14 which includes previous expenditures (\$272,297.66) and the remaining fund balance for Police (\$177,672.48). The residual revenue is identified as General Support (listed below by year) to be applied towards unbudgeted needs prioritized by the Chief through the Police Needs Assessment System. These funds will be used to partially cover the replacement of 1,080 Rifle Resistant Vests purchased through donation in FY2017.

Fiscal Year	Balance	Fiscal Year	Balance
1998	-\$16,486.28	2010	\$5,765.65
1999	-\$8,869.25	2011	-\$8,077.43
2000	-\$772.06	2012	-\$22,895.29
2001	-\$524.77	2013	-\$22,118.47
2002	-\$5,811.96	2014	-\$14,082.61
2003	-\$25,768.60	2015	-\$11,328.13
2004	\$12,348.92	2016	\$6,126.07
2005	-\$41,344.91	2017	-\$10,835.00

Fiscal Year	Balance	Fiscal Year	Balance
2006	-\$6,365.76	2018	\$5,185.11
2007	\$30,777.91		
2008	-\$779.34	Interest	-\$42,288.91
2009	\$358.78	<b>Net Balance</b>	<b>-\$177,672.48</b>

The action in this M&C will amend the Fiscal Year 2022 Adopted Budget as approved in connection with Ordinance 25073-09-2021, Section 2. Special Revenue Funds, as listed on page 9:

Fund / Department/Budget Category	FY2022 Adopted Budget	Authority	Budget Adjustment	Revised FY2022 Budget
Special Purpose Fund				
Revenues				
Police		This M&C	\$449,970.14	\$ 449,970.14
<b>Total Revenues</b>				<b>\$ 449,970.14</b>
Expenditures				
Police		This M&C	\$449,970.14	\$ 449,970.14
<b>Total Expenditures</b>				<b>\$ 449,970.14</b>

Funding is available for appropriation in the Police Gift Fund Designated project within the Special Purpose Fund

This project is located ALL COUNCIL DISTRICTS.

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

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**FISCAL INFORMATION / CERTIFICATION:**

The Director of Finance certifies that funds are currently available in the Police Gift Fund Designated project within the Special Purpose Fund and available net position within the Special Donations Fund and upon approval of the above recommendations and adoption of the attached appropriation ordinances, funds will be available for use in the Special Purpose Fund and the Special Donations Fund. Prior to an expenditure being incurred, the Police Department has the responsibility of verifying the availability of funds.

**Submitted for City Manager's Office by:** Fernando Costa 6122

**Originating Business Unit Head:** Neil Noakes 4212

**Additional Information Contact:** Adriana Gonzales 4217  
Sarah Shannon 4254

