

Mayor and Council Communication

DATE: 02/14/23

M&C FILE NUMBER: M&C 23-0135

LOG NAME: 03APPROPRIATE FY22 ASSIGNED GFFB

SUBJECT

(ALL) Assignment of Fiscal Year 2022 General Fund Fund Balance, Adopt Appropriation Ordinance and Amend the Fiscal Year 2023 Adopted Budget and Capital Improvement Program

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the General Fund in the amount totaling \$2,124,106.00 from reducing fund balance for the purpose of transferring \$2,124,106.00 to the General Capital Projects Fund;
2. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the General Capital Projects fund in the amount of \$1,265,000.00, transferred from available funds within the General Fund, for the purpose of funding the ERP IT programmable project (City Project No. P00093) for the FY21 public safety payroll project;
3. Adopt the attached appropriation ordinance increasing estimated receipts and appropriations in the General Capital Projects fund in the amount of \$859,106.00, transferred from available funds within the General Fund, for the purpose of funding the IT Radio Refresh-GF programmable project (City Project No. P00144) for the public safety radio replacement project; and
4. Amend the Fiscal Year 2023 Adopted Budget and Fiscal Years 2023-2027 Capital Improvement Program.

DISCUSSION:

As part of the year end process for Fiscal Year (FY) 2022, several projects were identified to use available fund balance from the General Fund. Those assignments were communicated to City Council in a Mayor & Council Communication (M&C) on January 31st, 2023. The purpose of this M&C is to appropriate funds for those projects that will incur activity in FY2023. Staff will propose additional appropriation ordinances and contract executions in future M&Cs, as needed.

Recommendation #1 - \$2,124,106.00 for Transfer to General Capital Projects Fund

Available unaudited fund balance for Fiscal Year 2022 assigned in M&C 23-0095 is being appropriated to fund committed projects focused on public safety improvements in the form of a transfer out from General Fund Non-Departmental to the General Capital Projects Fund.

The action in this M&C will amend the Fiscal Year 2023 Adopted Budget as approved in connection with Ordinance 25773-09-2022, Section 1. General Fund, as listed on pages 3-4:

General Fund Department	FY2023 Adopted Budget	Budget Change	FY2023 Revised Budget
Non-Departmental (Transfer to the General Capital Fund)	\$26,973,345.00	\$2,124,106.00	\$29,097,451.00

Recommendation #2 - \$1,265,000.00 for public safety payroll project

Financial Management Services, Human Resources, and Information Technology Solutions Departments, in concert with public safety, are implementing a payroll software solution for Police and Fire. Due to the complexity of the project, additional funds are required to extend the timeline, continue engagement with contractors, and complete the work.

Recommendation #3 - \$859,106.00 for public safety radio replacement project

Information Technology Solutions Department is responsible for coordinating the telecommunications infrastructure within the City, including the necessary replacement of radios. Phase 1 of the radio refresh project will replace approximately half of the Fire Department's specialty radios, allowing for phased rollout and spending.

Budgetary Impact

The action in this M&C will amend the Fiscal Year 2023 Adopted Budget as approved in connection with Ordinance 25773-09-2022, Section 7. Capital Improvements, as listed on pages 24-25:

Capital Fund Name	Project Name	Appropriations	Authority	Budget Adjustment	Revised FY2023 Budget
General Capital Projects Fund	P00093 ERP IT	\$401,007.00	This M&C	\$1,265,000.00	\$1,666,007.00
General Capital Projects Fund	P00144 IT Radio Refresh - GF	\$0.00	This M&C	\$859,106.00	\$859,106.00

Funds are available in the fund balance of the General Fund.

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 fund balance within the General Fund and upon approval of the above recommendations and adoption of the attached appropriation ordinances, funds will be available in the General Capital Projects Fund for the ERP IT & IT Radio Refresh-GF programmable projects. Prior to an expenditure being incurred, the Information Technology Solutions Department has the responsibility of verifying the availability of funds.

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Additional Information Contact:

Expedited