

Mayor and Council Communication

DATE: 10/12/21

M&C FILE NUMBER: M&C 21-0795

LOG NAME: 35CCPD COMMUNITY BASED FUND

SUBJECT

(ALL) Adopt Attached Appropriation Ordinances Reallocating \$1,199,869.12 in Fiscal Year 2021 Appropriations in the Crime Control and Prevention District Fund for Purposes of Transferring to the CCPD Community Based Fund for the Community Based Programs FY21 Project

RECOMMENDATION:

It is recommended that the City Council:

1. Adopt the attached ordinance reallocating fiscal year 2021 appropriations in the Crime Control and Prevention District Fund by decreasing appropriations in the Police category by \$1,199,869.12 and increasing appropriations in the Transfers to CCPD Community Based Fund category by the same amount, for the purpose of transferring appropriations and transactions to a new life-of-project fund; and
 2. Adopt the attached ordinance increasing estimated receipts and appropriations in the CCPD Community Based Fund, in the amount of \$1,199,869.12, transferred from the Crime Control and Prevention District Fund, for the purpose of funding the Community Based Programs FY21 project;
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DISCUSSION:

The purpose of this Mayor and Council Communication (M&C) is to take actions to transfer appropriations and transactions from the Crime Control and Prevention District Fund (26001) to a new life-to-date fund titled CCPD Community Based Fund (25100) that will support the new multi-year community based program projects.

The Crime Control and Prevention District Fund (26001) is an operating fund that requires annual re-appropriation. This limitation generally requires contracts issued during the fiscal year to be closed at the end of each year. This limits the ability of the City to allow agencies to extend their programs into the next fiscal year either through multi-year contracts or by a no-cost extension.

During the CCPD Board of Directors meeting on August 18, 2021, the Board of Directors approved a plan to issue multi-year contracts for agencies applying for Community Based Programs funding. After a review by City staff, it was recommended that these appropriations and any current financial transactions be transferred to a separate life-of-project fund for management. Appropriations in life-of-project funds are considered encumbered at fiscal year end and therefore to not fall to fund balance but instead roll forward from year to year until the project is completed or the appropriation is eliminated by subsequent ordinance.

In this M&C, Council is being asked to authorize staff to take actions to transfer appropriations and financial transactions for FY2021 Community Based Programs approved contracts to this new fund. The total FY2021 appropriations for Community Based Programs was \$2,013,831.00 (M&C 20-0642). Funds were committed at the February CCPD Board Meeting for 4 multi-year contracts totaling \$1,199,869.12 for community agencies (M&C 21-0315). Remaining appropriations (\$813,961.88) were either obligated for single-year contracts (\$511,199.52 per M&C 20-0666) or remained unobligated following two request for proposals rounds (\$302,762.36). Single-year contracts will conclude during FY2021 and thus do not need to be included in this action. Remaining FY2021 funds, both unused and unobligated, will return to fund balance at the end of the fiscal year.

The CCPD Community Based Fund (25100) will retain the same policy requirements as the Crime Control and Prevention District Fund (26001). By appropriating within the CCPD Community Based Fund (25100), Police Fiscal Command staff will be able to monitor expenditures to ensure compliance with CCPD Financial Policy and individual agency agreements.

Budget reporting at the CCPD Initiative level will remain the same as in past years. Funds obligated on FY21 funds will be maintained separately from funds obligated in subsequent fiscal years. Any unused funds appropriated or obligated in prior years will be returned to the Crime Control and Prevention District Fund balance when those contracts expire. This will continue in subsequent years. Reporting to the CCPD Board of Directors will include financial and performance status for all active contracts.

The CCPD Community Based Programs Fund will not receive any revenues.

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 upon availability of funds in the Community Based Programs center within the Crime Control and Prevention District Fund and upon approval of the above recommendations and adoption of the attached appropriation ordinance, funds will be available in the CCPD Community Based Fund. Prior to an expenditure being incurred, the Police Department has the responsibility of verifying the availability of funds.

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