City of Carroll

627 N. Adams Street Carroll, Iowa 51401 (712) 792-1000 FAX: (712) 792-0139

MEMO TO: Mike Pogge-Weaver, City Manager MSPW

FROM: Laura A. Schaefer, Finance Director/City Clerk LAS

DATE: July 7, 2021

SUBJECT: F.Y. 20/21 Year End Transfers

Attached is a resolution listing each transfer for FY 2020/2021. All the items in the resolution were included in the FY 2020/2021 re-estimated balances when the FY 2021/2022 budget was prepared.

Also attached is a list of all the funds and the effect the transfers have on each fund's ending balance. This list also includes a comparison of what the June 30, 2021 ending fund balance was re-estimated to be when the FY 2021/2022 budget was prepared. In many cases, state code requires special revenue money to be deposited into its own separate fund and then transferred to another fund to cover eligible expenses.

For FY 2020/2021, revenues were $19,139,563, compared to amended budgeted revenues of (excluding transfers) $18,641,761. Expenses were $18,042,992, compared to amended budgeted expenses of (excluding transfers) $26,314,183. The FY 2020/2021 amended budget included an amended budgeted deficit of $7,672,422; however, the city ended FY 2020/2021 with a surplus of $1,089,718 mainly due to the timing of completion of capital projects.

There are a number of reasons why there is a difference between the actual ending fund balance and the projected ending fund balance. Those reasons include expenses less than anticipated including projects to be completed in FY 22, revenues greater than anticipated and not receiving some grant money in FY 21 but anticipate receiving in FY 22.

If you have any questions about the proposed transfers, feel free to call me or stop by City Hall.

RECOMMENDATION: Council consideration and approval of the attached resolution authorizing the FY 2020/2021 transfers.

RESOLUTION NO._____

A RESOLUTION AUTHORIZING THE CITY CLERK TO MAKE THE APPROPRIATE INTERFUND TRANSFERS OF SUMS AND RECORD THE SAME IN THE APPROPRIATE MANNER FOR FY 2021 FOR THE CITY OF CARROLL, IOWA

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carroll, Iowa as follows:

SECTION 1: Authorize the City Clerk to Transfer Funds. That the City Clerk be and is hereby authorized by the City Council to make the appropriate interfund transfer of sums and record the same in the appropriate manner for FY 2021.

SECTION 2: Transfer of Funds. The City Clerk will transfer the following sums and to record the same in the appropriate manner:

1. Transfer from the Employee Benefit Special Revenue Fund to the General fund - $814,908.31 to pay for General Fund employee benefit expenses
2. Transfer from the Water Utility Fund to the General Fund - $33,269.00 to pay for insurance liability & property expenses
3. Transfer from the Sewer Utility Fund to the General Fund - $40,048.00 to pay for insurance liability & property expenses
4. Transfer from Employee Benefit Special Revenue Fund to the Road Use Tax Fund - $118,411.02 to pay for Road Use Tax employee benefit expenses
5. Transfer from C.P. – Library/City Hall Fund to LOST Fund - $43,896.41 to return unexpended LOST funds
6. Transfer from Sewer Utility Fund to Debt Service Fund - $706,920.00 to pay for FY 2021 principal and interest payments
7. Transfer from LOST Fund to Debt Service Fund - $467,786.00 for property tax relief
8. Transfer from Ashwood Urban Renewal Special Revenue Fund to Debt Service Fund - $34,918.32 to repay the debt service fund for principal and interest payments
9. Transfer from the General Fund to C.P. – Airport Fund - $11,443.62 to pay for airport improvement projects
10. Transfer from General Fund to C.P. – Streets Fund - $50,000.00 for sidewalk transition plan
11. Transfer from Road Use Tax Fund to C.P. – Streets Fund - $250,000.00 to pay for street rehabilitation projects
12. Transfer from Storm Water Utility Fund to C.P. – Streets Fund - $100,000.00 to pay for street rehabilitation projects
13. Transfer from LOST Fund to C.P. – Streets Fund - $657,500.00 to pay for street rehabilitation projects.
14. Transfer from Water Utility Fund to C.P. – Corridor of Commerce Fund - $150,000.00 to pay for construction expenses for urban renewal public improvement projects
15. Transfer from Hotel/Motel Tax Fund to C.P. – Parks & Rec - $100,000.00 for park/trail improvements

16. Transfer from LOST Fund to C.P. – Parks & Rec Fund - $150,000.00 for park/trail improvements
17. Transfer from LOST Fund to C.P. – Rec Center Building Fund - $260,000.00 for a renovations of the Rec Center Building
18. Transfer from General Fund to C.P. – Housing Fund - $5,800.00 for the city match of the Housing Rehabilitation Grant
19. Transfer from UR Downtown SR Fund to Water Utility Fund - $906,230.00 to re-pay interfund loan for urban renewal public improvement projects
20. Transfer from Water Utility Fund to Water Utility Depreciation Fund - $50,000.00
21. Transfer from Water Utility Fund to Water Utility Capital Improvement Fund - $1,660,000.00 for water main replacement and water tower improvements
22. Transfer from Sewer Utility Fund to Sewer Utility Depreciation Fund - $35,000.00
23. Transfer from Sewer Utility Fund to Sewer Utility Capital Improvement Fund - $100,000.00 for sewer capital improvement projects

PASSED AND APPROVED this 12th day of July, 2021.

CITY COUNCIL OF THE
CITY OF CARROLL, IOWA

_____
Eric P. Jensen, Mayor

Attest:

_____
Laura A. Schaefer, City Clerk

CITY OF CARROLL
FUND BALANCES
JUNE 30, 2021

	JULY 1, 2020 BEGINNING BALANCE	JUNE 30, 2021 BEFORE TRANSFERS	TRANSFERS IN	TRANSFERS OUT	**JUNE 30, 2021 ENDING BALANCE AFTER TRANSFERS**		JUNE 30, 2021 RE-EST PROJECTED BALANCE
GENERAL FUND	3,912,353.72	3,644,074.93	888,225.31	67,243.62	**4,465,056.62**	?, ^	2,807,571
HOTEL/MOTEL TAX	398,373.62	560,006.39		100,000.00	**460,006.39**	x	152,294
ELECTRIC FRANCHISE	-	15,366.67			**15,366.67**		15,500
ROAD USE TAX FUND	1,747,970.53	2,490,572.58	118,411.02	250,000.00	**2,358,983.60**	??, ^	1,744,293
EMP BENEFIT S.R.	-	933,319.33		933,319.33	**-**		-
EMERGENCY S.R.	-	-			**-**		-
LOCAL OPTION SALES TAX	633,708.47	2,420,149.68	43,896.41	1,535,286.00	**928,760.09**	@	723,325
UR DOWNTOWN S.R.	133,180.88	1,072,594.23		906,230.00	**166,364.23**		148,457
UR ASHWOOD BUSINESS PARK	-	34,918.32		34,918.32	**-**		35
REC CENTER TRUST FUND	35,125.17	37,758.24			**37,758.24**		35,525
LIBRARY TRUST FUND	51,422.56	52,297.98			**52,297.98**		43,392
POLICE FORFEITURE	7,193.67	15,967.51			**15,967.51**		7,549
CRIME PREV/SPEC PROJECTS	37,687.80	40,864.89			**40,864.89**		37,838
DEBT SERVICE FUND	88,662.13	(1,116,749.77)	1,209,624.32		**92,874.55**		92,596
C.P. - EQUIPMENT PURCHASES	182.36	-			**-**		-
C.P. - AIRPORT	(51,973.78)	(21,443.62)	11,443.62		**(10,000.00)**	^^	-
C.P. - STREETS	940,709.81	131,677.99	1,057,500.00		**1,189,177.99**	xx	862,683
C.P. - CORRIDOR OF COMM.	1,242,186.54	698,278.83	150,000.00		**848,278.83**		903,187
C.P. - PARKS & RECREATION	362,326.41	215,829.35	250,000.00		**465,829.35**	xx	256,224
C.P. - REC CENTER BLDG	-	(53,249.41)	260,000.00		**206,750.59**	xx	-
C.P. - STREETS MAINTENANCE BLDG	4,777,022.35	3,626,944.53			**3,626,944.53**	xx	1,846,972
C.P. - LIBRARY/CITY HALL REMODEL	4,572.04	33,896.41		43,896.41	**(10,000.00)**	^^^	(10,000)
C.P. - HOUSING FUND	-	(5,800.00)	5,800.00		**-**		-
PERPETUAL CARE FUND	537,531.46	569,171.51			**569,171.51**		562,331
REC CNTR TRST-PERMANENT	37,766.84	65,224.25			**65,224.25**		65,147
WATER UTILITY FUND	1,623,023.54	2,368,108.32	906,230.00	1,893,269.00	**1,381,069.32**	^	1,173,099
WATER UTILITY DEPR.	907,607.16	914,483.64	50,000.00		**964,483.64**		967,607
WATER UTILITY CAP. IMP.	480,069.58	(1,369,370.23)	1,660,000.00		**290,629.77**		254,270
WATER METER DEPOSIT	45,520.90	45,235.90			**45,235.90**		45,521
SEWER UTILITY FUND	3,651,986.89	4,927,005.29		881,968.00	**4,045,037.29**	^, xxx	3,890,887
SEWER UTILITY DEPR.	684,101.39	689,282.30	35,000.00		**724,282.30**		726,101
SEWER UTILITY CAP. IMP.	165,661.83	166,909.65	100,000.00		**266,909.65**	xx	167,662
STORM WATER UTILITY	838,365.26	1,104,919.54		100,000.00	**1,004,919.54**		999,565
STORM WATER CAP. IMP.	44,528.39	125,194.24			**125,194.24**		125,528
MEDICAL INSURANCE FUND	958,206.61	951,352.38			**951,352.38**	#	979,207
TOTAL	**24,295,074.13**	**25,384,791.85**	**6,746,130.68**	**6,746,130.68**	**25,384,791.85**		**19,624,366**

? - Apprx. $826,945 of projects budgeted in FY 21 to be considered/completed in FY 22

?? - Actual RUT collections were $340,090 greater than projected/carryover projects of $123,400

x - $250,000 of theater improvements and $50,000 for Rec HVAC system

@ - $135,500 of park and rec improvement projects

^ - Combination of revenue collections greater than anticipated and operating expenses less than anticipated

^^ - Anticipating State grant for entrance sign project

^^^ - County contribution for the Library Project to be received in FY 22 & FY 23

xx - Capital projects not complete as of June 30, 2021

xxx - $110,000 of equipment budgeted but not spent

- Health insurance premium holiday June 2021 ($46,270)