



MEMORANDUM

DATE: February 13, 2023
TO: Honorable Mayor and City Councilmembers
 Dave Perrault, City Administrator
FROM: Gayle Bauman, Finance Director
SUBJECT: 2022 Budget Carryovers and 2023 Budget Adjustment

Budgeted Amount:	Actual Amount:	Funding Source:
N/A	N/A	N/A

Council Should Consider

Motion(s) to approve, table or deny the following:

- Carryover budget funds from 2022 to 2023 for equipment purchases delayed due to supply chain issues and infrastructure projects yet to be completed.
- Increase the 2023 Budget by \$11,950 to reflect the final approved Ramsey County Sheriff contracted services amount.

Discussion

Carryovers

It has been past practice to permit the carryover from one year to the next of unspent monies for specific purposes so budget amounts are better matched with revenues and expenditures. An equipment purchase approved by Council in 2022, has not yet been received mainly due to supply chain issues. Multiple Lake Johanna Fire Department capital items have been delayed. Also, infrastructure projects normally take more than one year to finalize. Staff is asking for a reduction in the 2022 budget and a corresponding increase in the 2023 budget for the following items:

Fund	Account No.	Amount	Description
Equipment Fund	408-48100-45800	\$12,000	Towmaster trailer
Building Fund	408-48100-45200	\$44,520	City Hall Parking Lot
PIR Fund	411-48539-45900	\$304,840	2022 PMP – Arden Oaks
PIR Fund	411-48535-45900	\$16,640	2022 PMP – Snelling Avenue
PIR Fund	411-48537-45900	\$151,120	Lexington Avenue – Ramsey County project
LJFD Capital	412-48120-45500	\$131,250	Engine and Tahoe replacements
LJFD Capital	412-48120-45800	\$2,550	Network access devices/Medical supplies/bags
LJFD Capital	412-48120-45200	\$4,630	Station 120 items
Water Fund	601-48537-33422	\$500,000	State Grant – Lexington Ave Watermain

Budget Adjustment

After approval of the 2023 City Budget, it was realized that the amount included for the Ramsey County Sheriff contracted services was never updated with the final approved amount. The adopted City budget includes \$1,450,280, but the final approved amount was \$1,462,230. The city budget needs to be increased by \$11,950.

Budget Impact

No impact from carryovers as the request is for budget funds to be moved from 2022 to 2023 so they match up better with corresponding costs.

The budget adjustment will increase the General Fund expenditure budget by \$11,950, which can be covered by excess fund balance from 2022.