

Reply to Common Council File No. 231548  
From DOA-Budget and Management Division

April 4, 2024

Common Council File 231548 contains a resolution appropriating up to \$1,521,585 from the 2023 Common Council Contingent Fund for closing the 2023 financial books due to unanticipated shortfalls in current-year operating expenses.

This file is introduced to provide appropriation authority for various 2023 budget accounts which had expenditures more than their budget appropriations and do not have other means of being closed out. The Contingent Fund is established to provide funding authority for accounts in these circumstances. This file is needed to authorize transfers from the Contingent Fund to the accounts specified in the resolution to close the 2023 financial books.

Several accounts require Contingent Fund transfers:

- The Department of Public Works Operations Division operating account requires a transfer of \$360,463 due to emergency expenditures related to the recycling facility fire.
- The Department of Public Works Operations Division equipment account requires a transfer of \$285,929 due to higher than anticipated costs for replacement equipment.
- The Health Department's operating account requires a transfer of \$269,106 due to various operating costs exceeding budgeted estimates, particularly for lead services.
- The Department of Public Works Infrastructure Division operating account requires a transfer of \$196,616 due to the increased use of professional services to offset higher than anticipated vacancies.
- The City Development Land Management Special Purpose account requires a transfer of \$138,518 due to greater than anticipated expenditures for water bills and general maintenance costs on in rem foreclosed properties.
- The Department of Public Works Operations Division Salt Supply special fund account requires a transfer of \$112,293 due to emergency expenditures related to the recycling facility fire.
- The Library's operating account requires a transfer of \$69,970 due to unanticipated increases in security contracts and the use of contracted staff to ensure uninterrupted services during staff vacancies.

As of 4/1/2024, there is an uncommitted balance of \$2,432,623 remaining in the 2023 Contingent Fund. This file will transfer \$1,521,585 of the remaining 2023 Contingent Fund to various accounts so that these funds can be used to offset expenditures that exceeded budget appropriations. These expenses have already been incurred, so funding must be provided to offset the expense. The remaining contingent fund balance of \$911,038 will lapse to the general fund.

**RECOMMENDATION: ADOPT COMMON COUNCIL FILE NUMBER 231548**

Bryan J. Rynders  
Budget and Fiscal Policy Operations Manager

BJR: awc  
CONFUND/2023/Closeout/231548sr