



Agenda Item: 16.J
Date of Meeting: October 27, 2025
Department: Finance

STAFF REPORT

To: City Council
From: Ethan Aukee
Subject: **S. Warren Street Improvement Project Budget Adjustment Request**
Prepared On: September 25, 2025

Background/History:

When creating the FY 2025-26 budget, the City budgeted for the S. Warren Street Improvement Project, but the budgeting and accounting can be adjusted to follow best practices. Currently, the project is split between the General Fund and the Streets/Sidewalk Improvement Fund. Best practices would dictate use of a capital project fund, with General Fund and capital reserve funds being transferred/loaned to the project fund as needed. The capital project fund would maintain all cash flow, revenue and expenditure associated with the project.

Analysis/Discussion:

No additional analysis or discussion.

Economic Impacts:

No significant economic impacts associated with this budget adjustment request.

Budget Impacts:

Fund 055 will be used for the South Warren Street Improvement Project. The necessary budget adjustments are listed below:

Move Intergovernmental Revenue budget from General Fund to Capital Project Fund (Federal Earmark)

001-000-39520	1,000,000.00
055-000-39520	(1,000,000.00)

Move City Capital Outlay for Reimbursable Earmark to Capital Project Fund

001-023-56027	(1,000,000.00)
055-000-56027	1,000,000.00

Record Due to/from Funds for interfund loan for City Cash Flow Prior to Reimbursement from Earmark, General Fund reimbursed upon receipt of federal earmark funds

001-000-13100	1,000,000.00
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055-000-20700 (1,000,000.00)

Move Non-Reimbursable City Capital Outlay to Capital Project Fund from Capital Reserve Fund

019-040-56027 (1,419,213.00)

055-000-56027 1,419,213.00

Record Operating Transfer from Capital Reserve Fund to Capital Project Fund

019-040-59999 1,419,213.00

055-000-39999 (1,419,213.00)

Legal Review:

City Attorney Pucci has reviewed this item and finds that the recommended action complies with the law.

Recommended Action:

City Council consideration to approve the proposed budget adjustment.

Approved By: Ethan Aukee 9/25/2025

Approved By: Robin Picken 9/29/2025

Approved By: Pam Foster 10/13/2025

Approved By: