

Councilmember Johns introduced the following resolution and moved for its adoption:

**RESOLUTION #16-05-089**

**RESOLUTION ESTABLISHING A FINANCIAL POLICY FOR PURPOSE OF ALLOCATION OF EXCESS/DEFICIENT GENERAL FUND REVENUES**

**WHEREAS**, this is an amendment to the policy adopted February 22, 1994 under Resolution #94-02-045; and

**WHEREAS**, this policy was further amended by Resolution #04-10-320 adopted October 26, 2004; and

**WHEREAS**, this policy was further amended by Resolution #10-04-082 adopted April 13, 2010; and

**WHEREAS**, this policy was further amended by Resolution #11-11-217 adopted November 7, 2011; and

**WHEREAS**, actual revenues can be over or under actual expenditures at the end of the fiscal year; and

**WHEREAS**, the State Auditor recommends a fund balance of 35-50% of next year's operating expenditures; and

**WHEREAS**, the city's policy will have the fund balance at 50% of next year's operating expenditures, plus prior-year encumbrances (if any) plus compensated absences; and

**WHEREAS**, the city's special revenue funds will not be figured into the calculation of the overall fund balance total as these funds have special designated purposes;

**WHEREAS**, there exists a need for additional funding sources for certain revolving, trust and replacement funds.

**NOW THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RAMSEY, ANOKA COUNTY, STATE OF MINNESOTA, as follows:**

- 1) That the Finance Director is hereby directed to implement the following Financial Policy for the Purpose of Allocation of Excess/Deficient General Fund Revenues:

When both restricted and unrestricted resources are available for use, it is the City's policy to first use restricted resources, and then use unrestricted resources as they are needed.

When committed, assigned, or unassigned resources are available for use, it is the City's policy to use resources in the following order; 1) committed, 2) assigned, and 3) unassigned.

When actual revenues exceed actual expenditures in a given year, the excess shall be allocated as follows:

- a) Any excess shall be first allocated to "Assigned" fund balance to bring that portion of fund balance to an amount equal to fifty percent (50%) of the next years adopted operating budget plus prior-year encumbrances (if any) plus compensated absences.
- b) Any excess after complying with fund balance requirements in steps a) and b) shall be allocated to revolving, trust and replacement funds in the following manner:

- Thirty Percent (30%) to Fund #234 - Equipment Replacement Fund
- Thirty Percent (30%) to Fund #810 – Capital Maintenance Fund
- Ten percent (10%) to Fund #412 – Public Facilities Construction Fund
- Thirty percent (30%) to Fund #400 - Public Improvement Revolving Fund

When actual expenditures exceed actual revenues in a given year, the deficit shall be treated as follows:

- a) "Assigned" fund balance shall first be adjusted to an amount equal to fifty percent (50%) of the next years adopted operating budget plus prior year encumbrances (if any) plus compensated absences.
- b) If shortage after complying with fund balance requirement in step a) and b) shall draw funds in the following manner:

- Thirty Percent (30%) to Fund #234 - Equipment Replacement Fund
- Thirty Percent (30%) to Fund #810 – Capital Maintenance Fund
- Ten percent (10%) to Fund #412 – Public Facilities Construction Fund
- Thirty percent (30%) to Fund #400 - Public Improvement Revolving Fund

- 2) The Ramsey City Council hereby establishes this policy effective with the year ended December 31, 2016.

The motion for the adoption of the foregoing resolution was duly seconded by Councilmember Williams and upon vote being taken thereon, the following voted in favor thereof:

Mayor Strommen  
Councilmember Johns  
Councilmember Williams  
Councilmember Kuzma  
Councilmember Riley  
Councilmember Shryock

and the following voted against the same:

None

and the following abstained:

None

and the following were absent:

Councilmember LeTourneau

whereupon said resolution was declared duly passed and adopted by the Ramsey City Council this the 10<sup>th</sup> day of May 2016.

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Mayor

**ATTEST:**

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City Clerk