




MEMORANDUM

TO: MRA Board of Commissioners

FROM: Jil Dunn, Business/Project manager 

DATE: February 14, 2022

SUBJECT: FY22 Mid-Year Budget Amendments

Action Requested: Approval of FY22 Mid-Year Budget Amendments

MRA recently took its fiscal year (FY) ending June 30, 2021 Year-End Budget Amendments through the Council approval process. For more information on that process, please refer to the Financial Report memo. Now MRA is looking at our fiscal year ending June 30, 2022 budget and determining what amendments are needed at this time.

Due to the timing of when the taxing jurisdictions adopt their mill levies, MRA's final revenue numbers are not determined until after the City adopts its budget. Therefore, MRA always has amendments to its revenue numbers. Typically, these amendments are done at year-end during the audit process because at that time we can recognize any other revenue that was received, e.g., grants or bond revenue, and any expenditures and transfers in/out of funds that were not anticipated at budget adoption. Most of the time, significant changes in revenues and expenditures result from tax increment revenue bonds that were approved by the Board and City Council during the fiscal year. Changes such as these must be formally recognized in our financial statements through the budget amendment process.

MRA is requesting to amend its Fiscal Year 2022 Budget to recognize:

- Final adjusted Fund Balances as of July 1, 2021
- Final Revenue numbers using mill levies set by the taxing jurisdictions after the City's budget adoption – decrease of approximately \$321,000
- Property Tax Appeals impact on revenues – decrease of \$71,000
- Behan Development Consulting – Board approved Professional Services Agreement for up to 960 hours per year. (maximum impact is \$57,600)
- Communication Specialist – new position recommended in Communication Plan \$52,700-\$78,600 range
- Brownfields Revolving Loan Fund (RLF) Note – updated annual debt service amount to \$164,180

Recommendation: Staff recommends that the MRA Board approve the Fiscal Year ending June 30, 2022 Budget Amendments and direct staff to initiate the City Council approval process.