

October 16, 2023

**To:** Members of the Budget and Finance Committee

202302210

**From:** Sheryl M. M. Long, City Manager

**Subject: Emergency Ordinance – FY 2023 Year-End Report  
Recommended Transfers and Appropriations (B Version)**

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Attached is an Emergency Ordinance captioned:

**AUTHORIZING** the transfer of \$473,648 from the unappropriated surplus of General Fund 050 to balance sheet reserve account no. 050x2580, “Reserve for Weather Events, Other Emergency and One-Time Needs,” to provide resources for unanticipated emergencies, including those caused by unusual weather events, to increase the City’s reserve; **ESTABLISHING** new balance sheet reserve account no. 050x3425, “Affordable Housing,” within the General Fund; **AUTHORIZING** the transfer of \$5,000,000 from the unappropriated surplus of General Fund 050 to newly created balance sheet reserve account no. 050x3425 “Affordable Housing,” to provide a one-time contribution to the City’s Affordable Housing Trust Fund; **AUTHORIZING** the transfer and appropriation of \$2,000,000 from the unappropriated surplus of General Fund 050 to the City Manager’s Office personnel operating budget account no. 050x101x7500 to provide a one-time contribution to address the City’s pension obligation to the Cincinnati Retirement System; **AUTHORIZING** the transfer of \$500,000 from the unappropriated surplus of General Fund 050 to balance sheet reserve account no. 050x2535, “Reserve for Operating Budget Contingencies,” to provide resources for subsequent appropriation for one-time unforeseen operating needs that arise during the remainder of the ongoing fiscal year; **AUTHORIZING** the transfer of \$150,000 from the General Fund balance sheet reserve account no. 050x2535, “Reserve for Operating Budget Contingencies,” to the unappropriated surplus of General Fund 050; **AUTHORIZING** the transfer and appropriation of \$150,000 from the unappropriated surplus of General Fund 050 to the various General Fund operating budget accounts according to the attached Schedule A of the General Fund Operating Budget Schedule of Appropriation to provide one-time funds for the following: the City Manager’s Office for a project to digitize records for multiple City departments (\$45,000); the City Manager’s Office for detail needs at special events (\$50,000); and the Department of Community and Economic Development for a tax abatement study (\$55,000); and **AUTHORIZING** the transfer of \$10,945,646 from the unappropriated surplus of General Fund 050 to balance sheet reserve account no. 050x3440, “Infrastructure and Capital Project Reserve,” to

provide resources for subsequent appropriation by Council for identified one-time infrastructure and capital projects for identified urgent needs or as part of the next annual budget cycle.

The B Version of this Emergency Ordinance reflects a correction to the amount of the FY 2023 Carryover and corresponding changes to various transfers and appropriations. Additionally, the Administration’s recommended one-time uses for the remaining \$10,945,646 are transferred to the General Fund balance sheet reserve account no. 050x3440, ‘Infrastructure and Capital Project Reserve,’ to provide resources for subsequent appropriation by the City Council.

This Emergency Ordinance would authorize the various transfers and appropriations as recommended in the FY 2023 Carryover to FY 2024 Report (B Version) (Item #202302199) which includes the following transfers and appropriations:

**Application of FY 2023 Carryover Balance**

<b>Cash Basis Carryover Balance FY 2023</b>		\$ 26,239,980
<b>Uses of Carryover Balance</b>		
<b>Application of Stabilization Funds Policy:</b>		
Less General Fund Carryover Balance (1.5% of operating revenue )		\$ 7,320,687
Less Transfers to Reserve Accounts:		
General Fund Contingency Account (2.00% of operating revenue)	\$ 473,648	
Economic Downturn Reserve (5.00% of operating revenue)	\$ -	
Working Capital Reserve (8.2% of operating revenue)	\$ -	
<b>Total Reserve Transfer from Stabilization Funds Policy</b>		\$ 473,648
<b>Carryover Balance Less Total Applied to Stabilization Funds Policy</b>		<b>\$ 18,445,646</b>
<b>Less Modified Waterfall Uses:</b>		
CRS Pension Contribution		\$ 2,000,000
Affordable Housing Trust Fund		\$ 5,000,000
Operating Budget Contingencies Account		\$ 500,000
<b>Total</b>		<b>\$ 7,500,000</b>
<b>Balance Available</b>		<b>\$ 10,945,646</b>

Additional information regarding the overview of the City of Cincinnati’s financial condition for the fiscal year (FY) ending June 30, 2023, can be found in the Department of Finance Reports for the Fiscal Year Ended June 30, 2023 (unaudited) (Item #202302200).

The reason for the emergency is the immediate need to accomplish the authorized transfers and appropriations so that the funding described herein is in place immediately and so that the necessary expenditures described herein may be made as soon as possible.

The Administration recommends passage of this Emergency Ordinance.

cc: William "Billy" Weber, Assistant City Manager  
Andrew M. Dudas, Budget Director  
Karen Alder, Finance Director

Attachments