



Finance Office

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April 11, 2022

Board of County Commissioners
Cass County Government
211 9th Street South
Fargo ND 58103

Re: Fund Transfer from the General Fund to the Capital Projects Fund & Budget Adjustment

Dear Commissioners:

Annual state aid revenue fluctuates slightly from year to year. Therefore, the annual state aid revenue is budgeted at a fixed amount that is retained within the general fund. Any amounts received that exceed the set value is transferred to the capital projects fund. The state aid revenue budget is currently set at \$5 million and transferring excess amounts has helped us better manage the general fund balance, while simultaneously setting aside dollars for major capital projects (such as the Cass County Emergency Communications Project).

Budgeted state aid revenue for 2021 was \$5,951,560 with the resulting transfer to the capital fund being \$951,560. However, actual state aid revenue received was \$6,525,062 with the total transfer to the capital fund being \$1,525,062. This results in a 2022 transfer that is \$573,502 higher than budget.

Transfer History

Year	Actual State Aid Received	Actual Transfer	Budgeted Transfer	Budget Adjustment	Transfer Year
2021	\$ 6,525,062	\$ 1,525,062	\$ 951,560	\$ 573,502	2022
2020	\$ 5,956,238	\$ 956,238	\$ -	\$ 956,238	2021
2019	\$ 6,783,606	\$ 1,783,606	\$ 1,461,071	NA	2020
2018	\$ 6,302,408	\$ 1,302,408	\$ 689,592	\$ 612,816	2019

Sincerely,

Brandy Madrigga
Cass County Finance Director

SUGGESTED MOTION:

Move to increase the 2022 General Fund Transfer Out budget and 2022 Capital Projects Fund Transfer In budget by \$573,502 each, and to authorize the transfer of \$1,525,062 from the General Fund to the Capital Projects Fund.