

Date: June 6, 2019

For ACTION: _____
For INFORMATION: X
Board Agenda: Yes X
 No

FROM: Anita J. Cordova, Acting Director of Educational Facilities

THROUGH: Gregory C. Hutchings, Jr., Ed.D., Superintendent of Schools
Mignon R. Anthony, Chief Operating Officer
Dominic B. Turner, Director of Chief Financial Officer

TO: The Honorable Cindy M. Anderson, Chair, and Members of the Alexandria City School Board

TOPIC: **CIP Reserve – Account Balance Update**

BACKGROUND: On December 7, 2017, the School Board authorized the establishment of a Capital Improvement Program (CIP) Reserve Account which provides an additional option for CIP budget transfers. This reserve account allows the School Board to move budgeted funds between capital accounts through the below two-step process:

1. The School Board approves budget transfers from specific project account lines to the CIP Reserve Account.
2. The School Board later approves budget transfers from the CIP Reserve Account back to other specific project account lines based upon justifications of need.

On at least a quarterly basis, ACPS staff updates the School Board on the current account balance and, when necessary, provides recommendations to the School Board to move funding into and out of the CIP Reserve Account.

The CIP Reserve Account balance reported in the February 21st memo was inaccurately stated as \$495,138.05 due to three lines that were counted twice in the report. The correct balance on February 21st should have been \$753,129.32. Since that time urgent funding in the amount of \$70,520 was moved from the CIP reserve to support the Mount Vernon (MV) Roof Replacement Project. The approval to allocate the funding to support the MV roof project will bring the CIP Reserve balance to \$682,609.32.

SUMMARY: The CIP Reserve Account balance is \$682,609.32. Attachment #2 outlines the account sources in this current balance.

RECOMMENDATION: The Superintendent recommends that the School Board review this current account balance for consideration in future CIP Reserve Account transactions.

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ATTACHMENTS:

1. Attachment #1 - CIP Reserve Account Tracker
2. Attachment #2 – Funding Sources of the CIP Reserve Account