

# Memorandum

**TO:** HONORABLE MAYOR AND  
CITY COUNCIL

**FROM:** Jennifer A. Maguire

**SUBJECT:** SEE BELOW

**DATE:** 08-29-11

Approved

Date

9/2/11

**SUBJECT: ADOPTION OF APPROPRIATION ORDINANCE AND FUNDING SOURCES RESOLUTION AMENDMENTS IN VARIOUS FUNDS TO REBUDGET FUNDS TO 2011-2012 TO COMPLETE PROJECTS**

## RECOMMENDATION

1. Adoption of the following Appropriation Ordinance and Funding Sources Resolution Amendments in the Construction Tax and Property Conveyance Tax Fund: Parks Purposes Council District #7 (Fund 385):
  - a. Increase the Beginning Fund Balance by \$291,000; and
  - b. Increase the Strategic Capital Replacement and Maintenance Needs appropriation to the Parks, Recreation, and Neighborhood Services Department by \$291,000.
2. Adoption of the following Appropriation Ordinance and Funding Sources Resolution Amendments in the Construction Tax and Property Conveyance Tax Fund: Parks Purposes Council District #9 (Fund 388):
  - a. Increase the Beginning Fund Balance by \$237,000; and
  - b. Increase the Paul Moore Park Playground Renovation appropriation to the Parks, Recreation, and Neighborhood Services Department by \$237,000.
3. Adoption of the following Appropriation Ordinance and Funding Sources Resolution Amendments in the Construction Tax and Property Conveyance Tax Fund: Parks Purposes Council District #6 (Fund 384):
  - a. Increase the Beginning Fund Balance by \$200,000; and
  - b. Increase the Bascom Community Center – Multi-Service appropriation to the Parks, Recreation, and Neighborhood Services Department by \$200,000.
4. Adoption of the following Appropriation Ordinance and Funding Sources Resolution Amendments in the Parks and Recreation Bond Projects Fund (Fund 471):
  - a. Increase the Beginning Fund Balance by \$160,000; and
  - b. Increase the Bascom Community Center – Multi-Service appropriation to the Parks, Recreation, and Neighborhood Services Department by \$160,000.

5. Adoption of the following Appropriation Ordinance and Funding Sources Resolution Amendments in the Construction Tax and Property Conveyance Tax Fund: City-Wide Parks Purposes (Fund 391):
  - a. Increase the Beginning Fund Balance by \$122,000; and
  - b. Increase the Japanese Friendship Garden Koi Fish Filtration System appropriation to the Parks, Recreation, and Neighborhood Services Department by \$122,000.
  
6. Adoption of the following Appropriation Ordinance and Funding Sources Resolution Amendments in the Subdivision Park Trust Fund (Fund 375):
  - a. Increase the Beginning Fund Balance by \$99,000; and
  - b. Increase the Seven Trees Community Center – Multi-Service appropriation to the Parks, Recreation, and Neighborhood Services Department by \$99,000.
  
7. Adoption of the following Appropriation Ordinance and Funding Sources Resolution Amendments in the Branch Libraries Bond Projects Fund (Fund 472):
  - a. Increase the Beginning Fund Balance by \$55,000; and
  - b. Increase the Seven Trees Branch appropriation to the Library Department by \$55,000.

### **OUTCOME**

Approval of this memorandum will allow the timely completion of these projects. These expenditures were anticipated to be completed by the end of 2010-2011, but it is now estimated that expenditures will be completed in 2011-2012.

### **BACKGROUND**

At the end of each fiscal year, all appropriations lapse and any unspent funds become part of the following year's beginning fund balance. In order to complete projects not completed at the end of the 2010-2011 fiscal year, the City Council must re-appropriate, or rebudget, the funds remaining to 2011-2012.

### **ANALYSIS**

Due to delays in these projects, a number of rebudget adjustments will be necessary to complete these projects. The majority of those rebudget adjustments will be brought forward once a final reconciliation of all funds is completed as part of the 2010-2011 Annual Report to be published at the end of September 2011. However, there are several rebudgets necessary to allow continued progress for specific projects.

Japanese Friendship Garden Koi Fish Filtration System and Strategic Capital Replacement and Maintenance Needs

Funding of \$413,000 is necessary to restore the water quality at the Japanese Friendship Garden Koi Fish Pond. The project includes replacement of ozone generating equipment, changing the electronic control system, and performing electrical and mechanical work. The Koi fish are currently living in temporary holding tanks and need to be introduced back into the pond as soon as possible.

Paul Moore Park Playground Renovation

Funding of \$237,000 is necessary for the replacement of all play equipment in both the youth and tot lots at Paul Moore Park. The construction contract for this project went out to bid in March 2011, however a vendor protest caused a significant delay of the contract award. Funding is therefore necessary in 2011-2012 for the payment of invoices for the site preparation, demolition, grading, drainage and other construction related items related to the renovations at the park.

Bascom Community Center – Multi-Service

Funding of \$360,000 is necessary for the completion of the project. While the City has acquired beneficial occupancy of the facility, the construction contract has not been closed out. Funding is still needed in 2011-2012 for project management costs and other post construction costs.

Seven Trees Community Center – Multi-Service and Seven Trees Branch Library

Funding of \$154,000 is necessary for the completion of the project. While the City has acquired beneficial occupancy of the facility, the construction contract has not been closed out. Funding is still needed in 2011-2012 for project management costs and other post construction costs.

**EVALUATION AND FOLLOW-UP**

No additional follow up actions with the City Council are expected at this time.

**POLICY ALTERNATIVES**

Not applicable.

**PUBLIC OUTREACH/INTEREST**

- Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater. **(Required: Website Posting)**
- Criterion 2:** Adoption of a new or revised policy that may have implications for public health, safety, quality of life, or financial/economic vitality of the City. **(Required: E-mail and Website Posting)**
- Criterion 3:** Consideration of proposed changes to service delivery, programs, staffing that may have impacts to community services and have been identified by staff, Council or a Community group that requires special outreach. **(Required: E-mail, Website Posting, Community Meetings, Notice in appropriate newspapers)**

This memorandum does not meet any of the above criterion, however, it will be posted on the City's website for the August 30, 2011 City Council agenda.

**COORDINATION**

This memorandum has been coordinated with the Parks, Recreation and Neighborhood Services Department and Library Department.

**FISCAL/POLICY ALIGNMENT**

This memorandum is consistent with the City Council-approved Budget Strategy to continue with capital investments that spur construction spending in our local economy.

**COST SUMMARY/IMPLICATIONS**

A year-end reconciliation was completed for each of the projects recommended in this memorandum to ensure that it was available to rebudget unexpended funds.

**BUDGET REFERENCE**

Not applicable.

**CEQA**

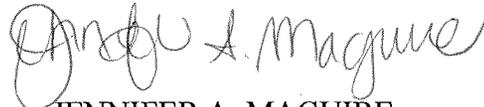
Not a project.

HONORABLE MAYOR AND CITY COUNCIL

August 29, 2011

Subject: **Rebudget of Funds to 2011-2012 to Complete Projects**

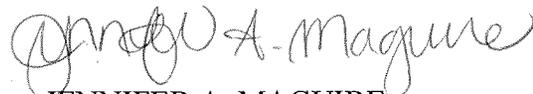
Page 5



JENNIFER A. MAGUIRE  
Budget Director

I hereby certify that there will be available for appropriation in the designated fund and in the amounts listed below in Fiscal Year 2011-2012 moneys in excess of those heretofore appropriated therefrom:

Council District #7 Construction and Conveyance Tax Fund	\$291,000
Council District #9 Construction and Conveyance Tax Fund	\$237,000
Council District #6 Construction and Conveyance Tax Fund	\$200,000
City-Wide Parks Construction and Conveyance Tax Fund	\$122,000
Parks and Recreation Bond Projects Fund	\$160,000
Subdivision Park Trust Fund	\$99,000
Branch Libraries Bond Projects Fund	\$55,000



JENNIFER A. MAGUIRE  
Budget Director

For questions please contact Claudia Chang, Capital Budget Coordinator, at 408-535-8127.

