



Memorandum

TO: HONORABLE MAYOR AND
CITY COUNCIL

FROM: Jennifer A. Maguire

SUBJECT: SEE BELOW

DATE: August 14, 2012

Approved

Date

8/14/12

SUBJECT: ADOPTION OF APPROPRIATION ORDINANCE AND FUNDING SOURCES RESOLUTION AMENDMENTS IN VARIOUS FUNDS TO REBUDGET FUNDS TO 2012-2013 FOR COMPLETION OF 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 #1 (Fund 377):
 - a. Increase the Beginning Fund Balance by \$497,000; and
 - b. Increase the Strategic Capital Replacement and Maintenance Needs appropriation to the Parks, Recreation, and Neighborhood Services Department by \$497,000.
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 #4 (Fund 381):
 - a. Increase the Beginning Fund Balance by \$526,000; and
 - b. Increase the Strategic Capital Replacement and Maintenance Needs appropriation to the Parks, Recreation, and Neighborhood Services Department by \$526,000.
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 #5 (Fund 382):
 - a. Increase the Beginning Fund Balance by \$341,000; and
 - b. Increase the Strategic Capital Replacement and Maintenance Needs appropriation to the Parks, Recreation, and Neighborhood Services Department by \$341,000.
4. 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 \$637,000; and
 - b. Increase the Strategic Capital Replacement and Maintenance Needs appropriation to the Parks, Recreation, and Neighborhood Services Department by \$637,000.

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5. Adoption of the following Appropriation Ordinance and Funding Sources Resolution Amendments in the Construction Tax and Property Conveyance Tax Fund: Parks Purposes Council District #8 (Fund 386):
 - a. Increase the Beginning Fund Balance by \$120,000; and
 - b. Increase the Strategic Capital Replacement and Maintenance Needs appropriation to the Parks, Recreation, and Neighborhood Services Department by \$120,000.

6. 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 \$804,000; and
 - b. Increase the Strategic Capital Replacement and Maintenance Needs appropriation to the Parks, Recreation, and Neighborhood Services Department by \$804,000.

7. Adoption of the following Appropriation Ordinance and Funding Sources Resolution Amendments in the Construction Tax and Property Conveyance Tax Fund: Parks Purposes Council District #10 (Fund 389):
 - a. Increase the Beginning Fund Balance by \$562,000; and
 - b. Increase the Strategic Capital Replacement and Maintenance Needs appropriation to the Parks, Recreation, and Neighborhood Services Department by \$562,000.

8. Adoption of the following Appropriation Ordinance and Funding Sources Resolution Amendments in the Neighborhood Security Bond Act Fund:
 - a. Increase the Beginning Fund Balance by \$315,000; and
 - b. Increase the Fire Station – 24 Silver Creek/Yerba Buena appropriation to the Fire Department by \$315,000.

OUTCOME

Approval of this memorandum will allow the timely completion of projects identified in this memorandum.

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 2011-2012 fiscal year, remaining funds must be re-appropriated, or rebudgeted, to 2012-2013. Usually, such funds are rebudgeted through the Annual Report scheduled for City Council consideration on October 16, 2012. However, due to the urgency to complete projects, the Administration is recommending to rebudget certain funds at this time.

ANALYSIS

Due to delays in projects identified in this memorandum, a number of rebudget adjustments will be necessary to complete projects described below during late summer and early fall.

Strategic Capital Replacement and Maintenance Needs

The rebudgeting of funds is recommended in Council District 1, Council District 4, Council District 5, Council District 6, Council District 8, Council District 9, and Council District 10 Construction Tax and Property Conveyance Tax Funds: Parks Purposes (Construction and Conveyance Tax funds) to address a significant number of urgent repairs as current funding levels in the 2012-2013 Adopted Budget are not sufficient. Repairs, such as cement, asphalt, and hard court resurfacing, need to occur during the warm months of the year. Other repairs include unanticipated building and fencing repairs and playground equipment replacement. Some of these repairs have been brought to the City's attention by residents. For Council District 2, Council District 3, and Council District 7 Construction and Conveyance Tax funds, there are sufficient funds in the respective appropriations to cover projects that will occur during the summer months. Recommendations to rebudget any unexpended funds for those Council Districts will be brought forward as part of City Council consideration of the 2011-2012 Annual Report.

Fire Station 24 – Silver Creek/Yerba Buena

The rebudgeting of funds in the amount of \$315,000 is necessary for completion of the relocation of Fire Station 24 from its current location on Aborn Road to a new fire station facility at the intersection of Silver Creek Road and Yerba Buena Road. The project was originally scheduled to be completed by June 2012, but the construction has proceeded slightly slower than anticipated. Funding is needed to complete a contractor payment and to pay for other construction related items.

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

- X Criterion 1:** Requires Council action on the use of public funds equal to \$1 million or greater. (Required: **Website Posting**)

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- 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 meets criterion 1. Therefore, this memorandum will be posted on the City's website for the August 28, 2012 City Council agenda.

COORDINATION

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

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CEQA

Not a Project, File No. PP10-067(b), Appropriation Ordinance.



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 2012-2013 moneys in excess of those heretofore appropriated therefrom:

| | |
|---|-----------|
| Council District #1 Construction and Conveyance Tax Fund | \$497,000 |
| Council District #4 Construction and Conveyance Tax Fund | \$526,000 |
| Council District #5 Construction and Conveyance Tax Fund | \$341,000 |
| Council District #6 Construction and Conveyance Tax Fund | \$637,000 |
| Council District #8 Construction and Conveyance Tax Fund | \$120,000 |
| Council District #9 Construction and Conveyance Tax Fund | \$804,000 |
| Council District #10 Construction and Conveyance Tax Fund | \$562,000 |
| Neighborhood Security Bond Act Fund | \$315,000 |



JENNIFER A. MAGUIRE

Budget Director

For questions please contact Jim Shannon, Capital Budget Coordinator, at 408-535-4852.

