



Legislation Details (With Text)

**File #:** 20-249      **Version:** 1      **Name:** Staff Report for the City of San Leandro City Council to Approve a Resolution for Budget Amendments to the City's Fiscal Year 2019-20 Special Revenue Funds, Enterprise Funds, and Internal Service Funds Budget

**Type:** Staff Report      **Status:** Filed

**On agenda:** 6/15/2020      **In control:** City Council

**Enactment date:**      **Final action:** 6/15/2020

**Enactment #:**

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**Indexes:**

**Code sections:**

**Attachments:**

Date	Ver.	Action By	Action	Result
6/15/2020	1	City Council	Received and Filed	Pass

Staff Report for the City of San Leandro City Council to Approve a Resolution for Budget Amendments to the City's Fiscal Year 2019-2020 Special Revenue Funds, Enterprise Funds, and Internal Service Funds

**SUMMARY AND RECOMMENDATION**

Staff recommends that the City of San Leandro City Council review and approve 2019-2020 Budget Amendments to the Special Revenue Funds, Enterprise Funds, and Internal Service Funds.

**BACKGROUND**

The City Council approves annual budgets based on the best revenue and expenditure information available several months prior to the actual adoption of budget appropriations. As a result, budget adjustments are periodically necessary for changes that arise and require additional budget appropriations or re-appropriations between budget line items. The City Council originally approved the 2019-2020 Budget on June 3, 2019 and has made various adjustments since then.

**DISCUSSION**

Attachments 1 and 2 include summary and detail of budget adjustments related to the Administrative Support Allocation appropriation not captured during the biennial budget process for Fiscal Year 2019-2020 that now require formal City Council approval per Adopted Budget Policies. These allocations support the administrative services provided to other funds such as Human Resources, City Clerk, and Finance services. The Summary Report includes information regarding Expenditure Adjustments, and Net Changes in Fund Balance. The Detailed Report includes the same information, but also provides complete descriptions regarding the purpose of the adjustments by fund.

**FISCAL IMPACT**

The projected ending fund balance for Special Revenue Funds, Enterprise Funds, and Internal Service Funds in 2019-

2020 will decrease by a total of \$2,000,000 as a result of the Administrative Support Allocation appropriations to support the General Fund administrative services.

**CONCLUSION**

Staff recommends that the City Council review and approve the presented Fiscal Year 2019-2020 Budget Amendments.

**Attachments to Resolution**

- Attachment 1 - Summary Budget Adjustments 2019-2020
- Attachment 2 - Detailed Budget Adjustments 2019-2020