

RESOLUTION NUMBER R- 287492

ADOPTED ON JUN 10 1996

WHEREAS, each year during the fourth quarter, it is necessary to make, and a request is made, to transfer funds between and within City departments and funds to avoid projected deficits; and

WHEREAS, such deficits occur for many reasons, most of which relate to work load requirements or unanticipated expenditures for supplies and services; and

WHEREAS, it is recommended therein that the City Manager's calculations, transfers and carryovers be approved; NOW, THEREFORE,

BE IT RESOLVED, by the Council of The City of San Diego, that the City Auditor and Comptroller be and he is hereby authorized to appropriate, transfer and carryover within the General Fund 100, certain sums between departments and programs, and between various other funds, as specified, those sums as identified and set forth in City Manager's Report No. 96-114, attached hereto as Exhibit A, relating to interdepartmental, and interfund transfers.

BE IT FURTHER RESOLVED, that the City Auditor and Comptroller be and he is hereby authorized to transfer monies between funds and Capital Improvement Program projects.

BE IT FURTHER RESOLVED, that the City Auditor and Comptroller be and he is hereby authorized to make any additional appropriation transfers that may be necessary to balance

expenditures/appropriations for Fiscal Year 1996.

BE IT FURTHER RESOLVED, that it is the City's official intent to reimburse itself for prior project expenditures from the proceeds of Lease Revenue Bonds to be issued by the Convention Center Expansion Financing Authority, in conjunction with design and construction of an expansion to the San Diego Convention Center.

APPROVED: JOHN W. WITT, City Attorney

By Stuart H Swett  
Stuart H. Swett  
Head Deputy City Attorney

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The City of San Diego

# MANAGER'S REPORT

DATE ISSUED: June 7, 1996

REPORT NO.: 96-114

ATTENTION: City Council Docket of June 10, 1996

SUBJECT: Fiscal Year 1996 Year-End Budget Adjustments

## SUMMARY

Issue - Should the City Council direct the Auditor and Comptroller, at the direction of the Financial Management Department, to:

1. transfer General Fund monies between departments to offset projected department deficits and to the Allocated Reserve to fund projects that will not be completed in the current year;
2. transfer monies within and between funds, increase budgets, and authorize expenditures for purposes specified in this report;
3. make any additional appropriation adjustments and fund transfers that may be necessary to reconcile revenues to expenditures and maintain balances for Fiscal Year 1996;
4. amend or increase Capital Improvements Program project appropriations for engineering costs.

Manager's Recommendation - Approve the City Manager's request to authorize the above transfers, appropriation increases, and other financial transactions.

Other Recommendations - None

Fiscal Impact - The total impact on the General Fund for transfers from appropriations in various departments to the Allocated Reserve is approximately \$505,000. The impact of other fund transfers is approximately \$5,437,795. The transfer from the Capital Improvements Program (CIP) reflects \$3,358,852 for engineering costs related to capital projects.

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EXHIBIT

A

## BACKGROUND

Traditionally, at this time of year, Council approval is requested to transfer funds between and within City departments for various purposes. To the extent that funds are available, the Auditor and Comptroller will make adjustments within certain expenditure categories from departments with savings to those with shortfalls in accordance with the Annual Appropriation Ordinance. Additionally, any savings from appropriate departments and funds could be used to restore and maintain appropriate funded liability reserve balances. The remainder of this report outlines the adjustments necessary to carry forward current year funds for future expenditures when the project or expenditure could not be completed prior to the end of the current fiscal year. The report also specifies transfers to other funds. Each of the proposed actions is individually described.

## DEPARTMENTAL TRANSFERS (General Fund)

Per the Fiscal Year 1996 Annual Appropriation Ordinance, the following departments would require inter-departmental adjustments in their departmental budgets. These adjustments will come from other departments where there are savings.

- City Attorney (\$60,000) - Due to unanticipated expenditures in Salaries and Wages.
- Fire Department (\$1,100,000) - Due to additional expenditures in Salaries and Wages, Supplies and Services, Data Processing, and Energy including an increase in gasoline prices.
- Police Department (\$2,400,000) - Due to additional expenditures related to overtime and an increase in gasoline prices.
- Environmental Services (\$640,000) - Due to expenditures in Supplies and Services related to increased tonnage.

## TRANSFERS TO ALLOCATED RESERVE (General Fund)

Funds are appropriated in the current year for the projects detailed below; however, there is not sufficient time for completion prior to the end of the fiscal year. It is necessary to transfer the funds to the Allocated Reserve to provide for the anticipated expenditure of the designated funds in the future. These projects are:

- Park and Recreation (\$200,000) - For the Court Resurfacing Project which is currently in the bidding process.
- Park and Recreation (\$40,000) - For sidewalk repair which is currently in the bidding process.
- Park and Recreation (\$22,000) - For installation of pebble paving at Swanson Pool which is currently in the bidding process.

- Park and Recreation (\$18,000) - For topdressing and compost at Mira Mesa Community Park, Wangenheim Middle School, and Memorial Community Park.
- Park and Recreation (\$50,000) - For deferred maintenance on Villa Montezuma.
- Park and Recreation (\$40,000) - For the replacement of a Five Reel Mower.
- Park and Recreation (\$50,000) - For Tree Trimming Project which is currently in the bidding process.
- Purchasing (\$12,000) - For the replacement of office furniture including ergonomic chairs.
- Real Estate Assets (\$10,000) - For Crabtree Building utilities and maintenance.
- Engineering (\$63,000) - For National Pollutant Discharge Elimination System (NPDES) Educational Funds.

#### OTHER ACTIONS

- I. Council action is required to authorize the Auditor and Comptroller, at the direction of the Financial Management Department, to complete the following items which represent transfers between funds, programs, budget amendments and/or increases, or actions to carry forward funds:

##### A. New Convention Facility Fund

1. The San Diego Convention Center Corporation (SDCCC) will not complete the Computer Conversion Project which was budgeted in Fiscal Year 1996. To finish the Project, \$105,000 appropriated in the New Convention Facility Fund (10225) is required to be carried forward to Fiscal Year 1997.
2. The SDCCC will not complete its Marketing Project which was budgeted in Fiscal Year 1996. To complete the Project, \$85,000 appropriated in the New Convention Facility Fund (10225) is required to be carried forward to Fiscal Year 1997.
3. The SDCCC is required to amend its Fiscal Year 1996 Budget and to carry over funding to Fiscal Year 1997 to purchase elevated seating and sound proofing construction to better serve future clients of the center including the Republican National Convention, the National Education Association, Starlight International, and American Association of Cancer Research. Up to \$1,027,000 in Fiscal Year 1996 operational savings and \$1,050,000 in fund balance are to be appropriated for these capital expenditure purposes and any balance carried forward to Fiscal Year 1997. These capital expenditures will be reimbursed upon the issuance of Convention Center Expansion Financing.
4. The Republican National Convention will generate \$2,500,000 in additional Transient Occupancy Tax and Sales Tax which previously was agreed to offset convention related

expenses, similar to what was done in the 1998 Super Bowl. To build out skyboxes and media work space at the San Diego Convention Center the City will reimburse for expenses incurred by the Republican National Convention/San Diego Host Committee up to \$2,500,000. Projected available funding is requested to be appropriated for the transfer to the New Convention Center Facility Fund for this purpose. It is necessary to set these funds aside to begin to pay for skyboxes and media workspace at the Convention Center.

5. In order to keep the Convention Center expansion project on schedule, prior to the issuance of bonds and receipt of proceeds, the City has found it necessary to advance funds to this project to fund current project costs. The Convention Center expansion project expenditures made prior to the bond issuance are included as part of the total, Council authorized, not to exceed \$205,000,000 expansion project costs. The City's official intent to reimburse Convention Center project expenditures from bond proceeds is requested solely for purposes of establishing compliance with Section 1.150-2 of the Income Tax Regulations of the United States Department of Treasury. City Council authorization for the City to reimburse itself for Convention Center expansion project expenditures in no way obligates the City to make any expenditure, incur any bond obligation, or to proceed with the expansion project.

#### B. Transient Occupancy Tax Fund

To solicit grants that require matching funds for arts and culture program initiatives, a transfer of \$62,427 is required from the Transient Occupancy Tax Organizational Support Program (10220) to the Grant Fund Matching Program (91300). In addition, carryover of the balance in the Grant Fund Matching Program to Fiscal Year 1997 is requested.

#### C. Special Assessment Administration Fund

The Special Assessment Administration Fund is established in accordance with the restructuring program for the purpose of centralizing the activity of assessment administration. Reimbursement and transfers from benefiting funds may be appropriated for the purpose of the Fund upon the direction of the Financial Management Director.

#### D. Citywide Data Processing Project Fund

The Citywide Data Processing Project Fund is established to develop and implement four priority data processing enhancement projects: a new purchasing acquisition system, a new activity based budget preparation system, a new Citywide service request system, and a personnel applicant tracking system. Funds may be transferred to the Fund and appropriated for the purpose of the Fund upon the direction of the Financial Management Director.

#### E. Water Utilities

Funds are available in the current fiscal year for the projects detailed below. However, there is not sufficient time for completion prior to the end of the fiscal year. It is necessary to carry forward a total of \$608,368 within the Water Fund (41500) for future expenditure.

1. Competition Program (\$250,000) - Costs to assist in the preparation of and response to, a Request for Proposal for the operation of Water Treatment Plants.

2. Energy Upgrades at Four Pump Stations (\$253,952) - Energy upgrades designed to reduce electrical costs at Bernardo Heights, Carmel Industrial Park, 65th and Herrick, and Peñasquitos Bluffs Pump Stations.
  3. Installation of Two Pumps and Motors (\$42,815) - Installation of electrical control units designed to reduce electrical costs at Via Dominique Pump Station.
  4. Reservoir Wet Cleaning - (\$18,750) - Upkeep of Rancho Bernardo, Bayview, and San Carlos Reservoirs.
  5. Pump Upgrade at Three Pump Stations (\$42,851) - Pump upgrades designed to reduce electrical costs at Bernardo Heights, Carmel Industrial Park, and 65th and Herrick Pump Stations.
- II. Council Action is required to authorize the City Auditor and Comptroller to make any additional appropriation adjustments and fund transfers that may be necessary to reconcile revenues to expenditures and maintain balances for Fiscal Year 1996 such as transfers required due to the impact of any termination pay related expenditures to departmental budgets.

#### CAPITAL IMPROVEMENTS PROGRAM TRANSFERS

Council action is required to authorize the total appropriation of \$3,358,852 from the Real Estate Assets/Facilities Improvement Fund,, Environmental Growth Fund, Fiesta Island Sludge Mitigation Fund, Mission Trails Regional Park Fund, Los Peñasquitos Canyon Preserve Park Fund, Scripps/Miramar Park Fund, Kearny Mesa Park Fund, Skyline Hills Park Fund, Paradise Hills Park Fund, Montgomery-Waller Park Fund, Park Service District Funds, Community Development Block Grant (CDBG), Capital Outlay, TransNet, Pacific Beach Middle School Turf Fund, Ocean Beach Park Walkway Fund, Balboa Park Club Fund, Balboa Park Municipal Gym Fund, Mid-City Park Development Fund, Special Park Fees, Clean Water Sewer Fund, Inspiration Point Landscape Fund, Facilities Benefit Assessment - Tierrasanta, Development Impact Fees - Centre City, Development Impact Fees - Torrey Pines, and Transient Occupancy Tax Fund as per Attachment 1 to cover engineering costs and reallocations of costs.

Respectfully submitted,



JACK MCGRORY  
City Manager

Attachment  
FRAZIER:EA:CL:kh/sd

**Year-End Budget Adjustments  
Capital Improvements Program Transfers**

ATTACHMENT 1

<b>FUND/TITLE</b>	<b>CIP #</b>	<b>AMOUNT</b>	<b>FUNDING SOURCE</b>	<b>TRANSFER TOTAL</b>
<b>REAL ESTATE ASSETS/FACILITIES IMPROVEMENT (10503)</b>				
City Operations Facilities Phase I - Teledyne Ryan (Sublet of CIP 37-427.0, Annual Allocation - City Operations Facilities, Phase I)	37-427.2	\$11,000.00	FD 10503/CIP 33-084.0	
<b>SUBTOTAL TRANSFER - FUND (10503)</b>				<b>\$11,000.00</b>
<b>ENVIRONMENTAL GROWTH FUND (10505)</b>				
Consultant Agreement - Burkett and Wong (Sublet of CIP 20-010.0, Annual Allocation - Resource-Based Parks)	20-100.0	\$87.96	FD 10505/CIP 20-010.0	
Otay Valley Regional Park - Acquisition and Development	29-795.0	\$1,521.19	FD 10505/CIP 20-010.0	
Rose Canyon Erosion Control Measures	22-050.5	\$1,500.00	FD 10505/CIP 20-100.3	
<b>SUBTOTAL TRANSFER - FUND (10505)</b>				<b>\$3,109.15</b>
<b>FIESTA ISLAND SLUDGE MITIGATION FUND (10507)</b>				
Bonita Cove Parking Lot Lighting	22-087.0	\$493.23	FD 10507	
North Crown Point - Access and Landscape Improvements	22-920.0	\$27.54	FD 10507	
North Ski Beach Picnic Shelter	22-923.0	\$1,477.86	FD 10507	
Mission Bay North Wildlife Preserve - Expansion	22-918.0	\$4,000.00	FD 10507	
<b>SUBTOTAL TRANSFER - FUND (10507)</b>				<b>\$5,998.63</b>
<b>MISSION TRAILS REGIONAL PARK FUND (10580)</b>				
Mission Trails Regional Park Visitors Center	29-680.0	\$129,000.00	FD 10580	
<b>SUBTOTAL TRANSFER - FUND (10580)</b>				<b>\$129,000.00</b>
<b>LOS PENASQUITOS CANYON PRESERVE PARK FUND (10582)</b>				
Los Peñasquitos Canyon Preserve - Master Plan	29-428.0	\$63.56	FD 10582	
<b>SUBTOTAL TRANSFER - FUND (10582)</b>				<b>\$63.56</b>
<b>SCRIPPS/MIRAMAR - MAJOR DISTRICT (11230)</b>				
Scripps Miramar Ranch Neighborhood Park	29-672.0	\$36,000.00	FD 11230	
<b>SUBTOTAL TRANSFER - FUND (11230)</b>				<b>\$36,000.00</b>



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<b>KEARNY MESA - MAJOR DISTRICT (11430)</b>				
East Clairemont Athletic Area Project	29-688.0	\$561.88	FD 11430	
SUBTOTAL TRANSFER - FUND (11430)				\$561.88
<b>SKYLINE HILLS - MAJOR DISTRICT (11690)</b>				
Skyline Community Park Security Lighting	29-771.0	\$7,262.00	FD 11690	
SUBTOTAL TRANSFER - FUND (11690)				\$7,262.00
<b>PARADISE HILLS - MAJOR DISTRICT (11710)</b>				
Paradise Hills Community Park Design Services (Sublet of CIP 20-001.0, Annual Allocation - Minor Park Requirements)	20-001.1	\$1,307.52	FD 11710	
SUBTOTAL TRANSFER - FUND (11710)				\$1,307.52
<b>MONTGOMERY-WALLER - MAJOR DISTRICT (11720)</b>				
Montgomery-Waller Community Park - Parking Lot Addition	29-809.0	\$2,774.00	FD 11720	
SUBTOTAL TRANSFER - FUND (11720)				\$2,774.00
<b>PARK SERVICE DISTRICT FEE FUND (15000)</b>				
Martin Luther King, Jr. Park - Drain Improvements	29-817.0	\$20,000.00	FD 15000	
Skyline Community Park Security Lighting	29-771.0	\$3,428.00	FD 15000	
SUBTOTAL TRANSFER - FUND (15000)				\$23,428.00
<b>PARK SERVICE DISTRICT FEE FUND (16000)</b>				
Montgomery-Waller Community Park - Parking Lot Addition	29-809.0	\$3,207.00	FD 16000	
SUBTOTAL TRANSFER - FUND (16000)				\$3,207.00
<b>COMMUNITY DEVELOPMENT BLOCK GRANT FUND (18524)</b>				
Memorial Community Park - Requirements	29-661.0	\$117.97	FD 18524	
SUBTOTAL TRANSFER - FUND (18502)				\$117.97

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FUND/TITLE	CIP #	AMOUNT	FUNDING SOURCE	TRANSFER TOTAL
<b>SPECIAL GAS TAX FUND (30219)</b>				
San Carlos Street Median Requirements (Sublet of CIP 20-012.0, Annual Allocation - Street Median Requirements)	20-012.1	\$8,000.00	FD 30219	
SUBTOTAL TRANSFER - FUND (10582)				\$8,000.00
 <b>CAPITAL OUTLAY - SALES TAX (30245)</b>				
Aldine Drive Guardrail Construction	62-283.0	\$5,080.91	FD 30245/CIP 37-200.0	
Landscape Architect Services (FY 92) (Sublet of CIP 58-009.0, Annual Allocation - Consultant Services - Streets)	58-009.3	\$1,723.20	FD 30245/CIP 37-200.0	
Street Light Conversion High Pressure Sodium Vapor Luminare (54th Street - Westover Place to Laurel Street)	37-316.0	\$493.05	FD 30245/CIP 37-200.0	
Mid-City Park Site	29-566.0	\$3,000.00	FD 30245/CIP 90-245.0	
Coastal Erosion Project	29-714.0	\$25,000.00	FD 30245/CIP 90-245.0	
Waterproof Fire Communication (Sublet of CIP 33-069.0, Annual Allocation - Fire Department Support Service Complex)	33-069.1	\$3,100.00	FD 30245/CIP 90-245.0	
Branch Library Air Conditioning/Theft Detection Systems	35-066.0	\$10,000.00	FD 30245/CIP 90-245.0	
Otay Mesa Branch Library Parking Lot Improvements	35-077.0	\$3,900.00	FD 30245/CIP 90-245.0	
Concourse Facility Improvement	37-001.0	\$3,925.59	FD 30245/CIP 90-245.0	
Street Light Conversion High Pressure Sodium Vapor	37-316.0	\$493.05	FD 30245/CIP 37-200.0	
Landscape Architect Services FY 1992	58-009.3	\$1,723.20	FD 30245/CIP 37-200.0	
City/CalTrans Agreement Signal Balboa Avenue	68-001.9	\$4,000.00	FD 30245/CIP 90-245.0	
SUBTOTAL TRANSFER - FUND (30245)				\$62,439.00
 <b>CAPITAL OUTLAY - MISCELLANEOUS REVENUE (302453)</b>				
Coastal Erosion Project	29-714.0	\$30,000.00		
SUBTOTAL TRANSFER - FUND (302453)				\$30,000.00
 <b>TRANSNET FUND (30300)</b>				
Broadway from 40th Street to 41st Street (Sublet of CIP 52-521.0, Annual Allocation - Street Enhancements and Revitalization)	52-500.6	\$2,933.23	FD 30300/CIP 52-521.0	
Traffic Signal at Nautilus Street and West Muirlands Drive (Sublet of CIP 61-001.0, Annual Allocation - Traffic Control Measures)	61-001.8	\$17,343.57	FD 30300/CIP 61-001.0	
SUBTOTAL TRANSFER - FUND (30300)				\$20,276.80

**Year-End Budget Adjustments  
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<b>PACIFIC BEACH MIDDLE SCHOOL TURF FUND (38019) (PROP 70)</b>				
Naval Hospital Exchange Parcel - Landscaping and Related Work	21-828.0	\$50,441.00	FD 38019/CIP 22-024.2	
<b>SUBTOTAL TRANSFER - FUND (38019)</b>				<b>\$50,441.00</b>
<b>OCEAN BEACH PARK WALKWAY FUND (38042) (PROP 70)</b>				
Naval Hospital Exchange Parcel - Landscaping and Related Work	21-828.0	\$99,559.00	FD 38042/CIP 22-024.2	
<b>SUBTOTAL TRANSFER - FUND (38042)</b>				<b>\$99,559.00</b>
<b>BALBOA PARK CLUB FUND (39042)</b>				
Naval Hospital Exchange Parcel - Landscaping and Related Work	21-828.0	\$2,116.46	FD 39042/CIP 21-826.1	
<b>SUBTOTAL TRANSFER - FUND (39042)</b>				<b>\$2,116.46</b>
<b>BALBOA PARK MUNICIPAL GYM FUND (39043)</b>				
Naval Hospital Exchange Parcel - Landscaping and Related Work	21-828.0	\$1,448.82	FD 39043/CIP 21-826.1	
<b>SUBTOTAL TRANSFER - FUND (39043)</b>				<b>\$1,448.82</b>
<b>SORRENTO HILLS DEVELOPMENT AGREEMENT FUND (39063)</b>				
Carmel Mountain Road/Interstate 5 Interchange	52-240.0	\$35,000.00	FD 39063	
<b>SUBTOTAL TRANSFER - FUND (39063)</b>				<b>\$35,000.00</b>
<b>MID-CITY - PARK DEVELOPMENT FUND (39094)</b>				
Interstate 15 Cut and Cover Park #2	29-701.0	\$689.19	FD 39094	
Normal Heights Community Park - Development	29-702.0	\$3,967.76	FD 39094	
Adams Avenue Park - Development	29-710.0	\$13.26	FD 39094	
<b>SUBTOTAL TRANSFER - FUND (39094)</b>				<b>\$4,670.21</b>
<b>PV EST - OTHER PARK AND RECREATION FACILITIES (392044)</b>				
Canyonside Community Park Children's Play Area	29-754.0	\$12,135.00	FD 392044/CIP 29-753.0	
<b>SUBTOTAL TRANSFER - FUND (392044)</b>				<b>\$12,135.00</b>

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<b>CLEAN WATER SEWER FUND (41509)</b>				
Metro System Operations Center	45-920.1	\$310,000.00	FD 41509/CIP 45-910.2	
Program Planning and Studies Activities	45-910.3	\$465,704.00	FD 41509/CIP 45-910.2	
South Bay Water Reclamation Plant	42-910.6	\$64,665.00	FD 41509/CIP 45-910.2	
FIRP Pump Station	46-055.0	\$384,888.00	FD 41509/CIP 45-910.2	
South Bay Reclamation Sewer and Pump Station	40-911.3	\$100,000.00	FD 41509/CIP 45-910.2	
Dairy Mart Road and Bridge Improvements	45-923.0	\$274,743.00	FD 41509/CIP 45-910.2	
Wastewater Operations Management Network (COMNET)	45-920.0	\$750,000.00	FD 41508	
<b>SUBTOTAL TRANSFER - FUND (41509)</b>				<b>\$2,350,000.00</b>
<b>INSPIRATION POINT LANDSCAPE FUND (60253)</b>				
Balboa Park Activity Center	21-840.4	\$150,000.00	FD 60253/CIP 21-828.0	
Naval Hospital Exchange Parcel - Landscaping and Related Work	21-828.0	\$75,000.00	FD 60253	
Inspiration Point Precise Plan	21-856.0	\$15,000.00	FD 60253	
<b>SUBTOTAL TRANSFER - FUND (60253)</b>				<b>\$240,000.00</b>
<b>FACILITIES BENEFIT ASSESSMENT - TIERRASANTA (79005)</b>				
Mission Trails Regional Park Canyon Bridge	20-101.1	\$25,000.00	FD 79005	
<b>SUBTOTAL TRANSFER - FUND (79005)</b>				<b>\$25,000.00</b>
<b>NORTH PARK URBAN COMMUNITY FUND (79502)</b>				
Dale Street Storm Drain - Upas to Thorn	11-298.2	\$400.00	FD 79502	
<b>SUBTOTAL TRANSFER - FUND (79502)</b>				<b>\$400.00</b>
<b>DEVELOPMENT IMPACT FEES - CENTRE CITY (79513)</b>				
Laurel Street Widening - Harbor Drive to Interstate 5	52-548.0	\$9,369.74	FD 79513	
<b>SUBTOTAL TRANSFER - FUND (79513)</b>				<b>\$9,369.74</b>
<b>DEVELOPMENT IMPACT FEES - TORREY PINES (79527)</b>				
Carmel Valley Road - Portofino Drive to Del Mar City Limits	52-547.0	\$34,165.90	FD 79527	
<b>SUBTOTAL TRANSFER - FUND (79527)</b>				<b>\$34,165.90</b>

Year-End Budget Adjustments  
Capital Improvements Program Transfers

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FUND/TITLE	CIP #	AMOUNT	FUNDING SOURCE	TRANSFER TOTAL
<b>TOT FUND (916)</b>				
Ocean Boulevard - Phase IV	29-453.0	\$150,000.00	FD 91101/CIP 21-840.4	
SUBTOTAL TRANSFER - FUND (91101)				\$150,000.00
<b>TOTAL FUND TRANSFER (VARIOUS)</b>				<b>\$3,358,851.64</b>

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