



# City of Sunnyvale

## Agenda Item-No Attachments (PDF)

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### REPORT TO COUNCIL

#### **SUBJECT**

Approve Budget Modification No. 3 to Carry Over \$6,551 in Council Technology Funds from FY 2014/15 to FY 2015/16

#### **BACKGROUND**

Council action in approving the FY 2014/15 budget provided each Councilmember with a technology allowance of \$1,300 per four-year term. This amount is intended to satisfy any technology requirements that a Councilmember may encounter over the course of a four-year term. Any amount not expended during a Councilmember's first year is carried over to the next fiscal year. This practice continues until either the \$1,300 allowance is exhausted, or until a Councilmember leaves office.

#### **EXISTING POLICY**

##### **Policy 7.4.2. Council Equipment, Materials, and Supplies**

A technology allowance in the amount of \$1,300 per Councilmember per four year term for the purchase of equipment including, but not limited to, a personal computer; printer; laptop; fax; or mobile electronic device, such as a cell phone, tablet, or notepad. Equipment purchased with this allowance shall be consistent with standard City issue, or approved by the Director of Information Technology, and shall be returned to or purchased from the City at market rate when a Councilmember leaves office.

#### **ENVIRONMENTAL REVIEW**

N/A

#### **DISCUSSION**

In order to ensure that the technology funds authorized by City policy for each Councilmember are available during FY 2015/16, technology funds not spent by Councilmembers during FY 2014/15 need to be carried over to FY 2015/16.

#### **FISCAL IMPACT**

There is no net fiscal impact to the General Fund for taking this action. Unspent operating funds in General Fund programs are returned to the Budget Stabilization Fund at the end of each fiscal year, which increases the balance in that fund above what had been projected in the FY 2015/16 Adopted Budget.

Budget Modification No. 3 has been prepared to carry over unspent funds from the FY 2014/15 budget in Activity 723500 (Conduct Council Business). The carryover of \$6,551 incorporates the unspent technology allowance funds of Mayor Griffith, Vice Mayor Martin-Milius, and Councilmembers Hendricks, Whittum, Davis, and Larsson.

**BUDGET MODIFICATION NO. 3 FISCAL YEAR 2015/16**

<b>Current</b>	<b>Increase (Decrease)</b>	<b>Revised</b>
<hr/>	<hr/>	<hr/>
<b>General Fund</b>		
<u>Expenditures:</u>		
723500 - Cond\$359,202	\$6,551	\$365,753
<u>Reserves:</u>		
Budget Stabiliz\$41,246,634	(\$6,551)	\$41,240,083

**PUBLIC CONTACT**

Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's website.

**RECOMMENDATION**

Approve Budget Modification No. 3 to carry over \$6,551 in technology funds in accordance with Council Policy 7.4.2.

Prepared by: Timothy J. Kirby, Assistant Director of Finance  
Reviewed by: Grace K. Leung, Finance Director  
Reviewed by: Jane Chambers, Interim Assistant City Manager  
Approved by: Deanna J. Santana, City Manager