



Legislation Details (With Text)

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Resolution adopting the Fiscal Year 2020-21 Operating Budget, approving the Gann Appropriations limit, and accepting the City’s revised salary schedules.

WHEREAS, the City of South San Francisco’s Fiscal Year (FY) 2020-21 Proposed Operating Budget is attached to the staff report for this resolution and incorporated herein; and

WHEREAS, the City of South San Francisco (“City”) Operating Budget shall hereafter be referred to collectively as the “Operating Budget” for purposes of adopting this Resolution; and

WHEREAS, on May 18, 2020, the proposed FY 2020-21 Operating Budget was presented by staff to the Budget Standing Committee of the City Council; and

WHEREAS, on June 9, 2020, the proposed FY 2020-21 Operating Budget was presented by staff to the City Council as a Special Council Meeting study session agenda item; and

WHEREAS, the members of the City Council reviewed and discussed the financial results and budget balancing options at the two open public meetings above and specific changes were developed as a result.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of South San Francisco that the Fiscal Year (FY) 2020-21 Operating Budget is hereby approved, and hereby appropriates the funds as set forth in the staff report for this resolution, including all attachments, for FY 2020-21.

BE IT FURTHER RESOLVED that the entirety of the projected General Fund surplus for FY2019-20 is appropriated as described in the staff report.

BE IT FURTHER RESOLVED that consistent with the limitations set forth herein, any and all expenditures for agreements relating to either the programs or materials contained in the Fiscal Year 2020-21 Operating Budget in their entirety, or the Capital Budget for construction projects not to exceed one hundred fifty thousand dollars (\$150,000), may be expended or entered into under authority of or by the City Manager are hereby authorized and the payments therefor may be made by the Director of Finance.

BE IT FURTHER RESOLVED that monies received during Fiscal Year 2020-21 and included herein as a consequence of a grant award approved by the City Council are hereby appropriated for the purposes for which the grant has been approved. Such appropriation includes authorization for the City Manager to expend such monies and for the Finance Director to make payments therefor in accordance with the terms and conditions and for the purpose of the grant.

BE IT FURTHER RESOLVED that the Director of Finance is hereby granted the authority to increase budgeted revenues and budgeted expenses in departments specifically for development related expenses such as expedited plan checks, legal reviews, traffic studies, environmental review, geotechnical studies, etc., where the developers pay in advance for expenses that the City contracts out for. In those cases, the Director of Finance, upon receiving those deposits or payments, will increase the budget for revenues and expenses in the appropriate departments where those expenses will take place by a corresponding amount. Said transactions will have no net impact on Reserves, as revenue will offset expenses and any agreements for development related transactions may be expended or entered into under authority of or by the City Manager and the payments therefor may be made by the Director of Finance.

BE IT FURTHER RESOLVED that the Director of Finance is hereby authorized to increase budgeted revenues and expenses in departments for transaction that have a net zero impact such as donations and pass-through transactions. Said transactions will have no net impact on Reserves, as revenue will offset expenses.

BE IT FURTHER RESOLVED that the Operating Budget, as defined above, is hereby officially adopted:

- By department by fund for General Fund operating budget appropriations; and
- By fund for other operating budget appropriations.

BE IT FURTHER RESOLVED that the Gann Appropriations Limit stated in the staff report is approved, and that the Director of Finance may make minor adjustments or corrections to this Gann Limit Schedule if needed to comply with audit requirements.

BE IT FURTHER RESOLVED that the City Manager may authorize the Director of Finance to transfer budgets during the year in accordance with generally accepted accounting principles between the following budget categories provided the overall appropriation by funding source is not increased without City Council approval:

- Departments within the same fund; and
- Capital projects with the same funding source or type; and
- Operating and capital budgets for the same department if funded by the same funding source or type.

BE IT FURTHER RESOLVED that fund balance and reserve categories in this document are designed for decision-making and informational purposes only for the City Council and are not intended to replace the reserve classifications supplied by the Governmental Accounting Standards Board (GASB) Statement 54 for governmental funds.

BE IT FURTHER RESOLVED that the Director of Finance is hereby authorized to use professional judgment to make corrections to the adopted budget schedules if any related numbers represented on one budget schedule herein do not match the corresponding number as represented in another budget schedule herein.

BE IT FURTHER RESOLVED that the Director of Finance is hereby authorized and directed to rollover any outstanding encumbrances from Fiscal Year 2019-20 into Fiscal Year 2020-21 where sufficient budget savings otherwise allow the rollover.

BE IT FURTHER RESOLVED that the Director of Finance is hereby authorized and directed to rollover unencumbered appropriations from grants received in Fiscal Year 2019-20 or prior years if so allowed under the terms of the grant.

BE IT FURTHER RESOLVED that the staffing levels for each department, as detailed in the staff report and accompanying attachments herein are hereby approved.

BE IT FURTHER RESOLVED that the attached salary schedule herein is approved effective June 10, 2020.

BE IT FURTHER RESOLVED that the Director of Finance is hereby authorized and directed to carry forward unspent Fiscal Year 2019-20 unencumbered non-recurring project budgets in the Operating Budget, such as litigation projects.

BE IT FURTHER RESOLVED that the City Council delegates appropriation authority to the Community Outreach Standing Committee of the City Council of current Community Outreach Program assets and future donations for expenditures consistent with program goals and objectives.

BE IT FURTHER RESOLVED that the City Council appropriates all necessary Measure W funds for the FY 2020-21 debt service related to issuance of Lease Revenue Bonds (both current and future).

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