



DATE: August 21, 2023

TO: Mayor and Members of the City Council President and Members of the Estero Municipal Improvement District (EMID) Board of Directors

VIA: Stefan Chatwin, City/District Manager

FROM: Department Heads

SUBJECT: CARRYOVER OF VARIOUS UNSPENT FISCAL YEAR 2022-23 BUDGET LINE ITEMS AS SUPPLEMENTAL APPROPRIATIONS TO THE FISCAL YEAR 2023-24 BUDGET

RECOMMENDATION

It is recommended that the City Council/EMID Board of Directors (City Council) approve the attached resolutions authorizing the carryover of various unspent Fiscal Year 2022-23 budget line items as supplemental appropriations to the Fiscal Year 2023-24 City/EMID budget.

EXECUTIVE SUMMARY

Due to various circumstances and conditions, City staff was unable to complete various FY 2022-23 tasks and projects, and/or such work plan items needed to be extended into FY 2023-24. This resulted in unspent FY 2022-23 budget appropriations associated with these work plan items that City staff is now requesting to be carried over to FY 2023-24 (as enumerated in Exhibit A) so that they may be completed in the current fiscal year.

BACKGROUND AND ANALYSIS

The City Council adopts an annual budget each fiscal year with each City Department receiving financial resources necessary to administer and execute their respective work plans. In FY 2022-23, staff was unable to start or complete various projects due to numerous factors including supply chain delays, ordering delays, project initiation

delays, project continuation and extensions, staff turnover, and staff vacancies. Since unspent operating budgets lapse at the end of each fiscal year, the Community Development Department, Public Works Department, and Police Department are requesting carryovers of their various unspent FY 2022-23 budget line items to FY 2023-24 so that their associated work plans may be completed this fiscal year. A summary of the carryovers is as follows with additional details provided in the Exhibit A attachment:

Fund Description	Fund	Summary	Total	Dept
GENERAL FUND	001	Vehicles were unavailable from Ford	\$75,000	POLICE
		Consultant fees to develop and adopt local Energy Reach Codes	\$97,762	COMMUNITY DEVELOPMENT
		Engineering On-Call Service Contracts	\$50,000	PUBLIC WORKS
		Transportation Study	\$13,423	PUBLIC WORKS
		Solid Waste Franchise Fee and Cost of Service Study	\$103,482	PUBLIC WORKS
		Safety Hearing Protection	\$1,070	PUBLIC WORKS
	001 Total		\$340,737	
SUSTAINABLE FOSTER CITY	012	Cover costs pertaining to Sustainable Foster City and Climate Action Plan programs and projects	\$112,245	COMMUNITY DEVELOPMENT
	012 Total		\$112,245	
FC AFFORDABLE HOUSING	124	Post BMR Agreement & Early Relocation and continued HIF Services	\$95,000	COMMUNITY DEVELOPMENT
		Relocation Assistance	\$140,000	COMMUNITY DEVELOPMENT
	124 Total		\$235,000	
GENERAL PLAN MAINTENANCE	128	Housing Element Implementation	\$13,252	COMMUNITY DEVELOPMENT
	128 Total		\$13,252	
CONST & DEMO RECYCLING FD	129	SB 1383 Implementation	\$25,000	PUBLIC WORKS
	129 Total		\$25,000	
CRV GRANT FUND	133	CalRecycle CRV Grant	\$9,500	PUBLIC WORKS
	133 Total		\$9,500	
SB1383 IMPLEMENTATIONS	141	CalRecycle Local Assistance Grant	\$34,915	PUBLIC WORKS
	141 Total		\$34,915	
WASTEWATER ENTERPRISE EQUIP REPLACEMENT	458	Check Valves	\$31,651	PUBLIC WORKS
	458 Total		\$31,651	
VEHICLE REPLACEMENT FUND	501	Catch Basin Truck	\$250,893	PUBLIC WORKS
		Sewer Jet Truck	\$415,922	PUBLIC WORKS
	501 Total		\$666,815	
	Grand Total		\$1,469,115	

The City Manager recommends City Council's approval of these budget carryover requests.

California Environmental Quality Act

Not Applicable

FISCAL IMPACT

The proposed carryover of the various unspent FY 2022-23 budgets amount to a total FY 2023-24 supplemental appropriation of \$1,469,115. Of this total carryover amount, \$340,737 is for the General Fund and \$31,651 is for the Wastewater Enterprise Fund. The details are enumerated in Exhibit A as attachments to the City and EMID resolutions.

CITY COUNCIL VISION, MISSION, AND VALUE/PRIORITY AREA

Staff Empowerment and Operational Excellence

ATTACHMENTS:

Attachment 1 – City Resolution

Attachment 1a – Exhibit A

Attachment 2 – EMID Resolution

Attachment 2a – Exhibit A