

CITY OF SAN DIEGO, CALIFORNIA
COUNCIL POLICY

SUBJECT: CITY COUNCIL FUNDING OF COMMUNITY PROJECTS,
PROGRAMS AND SERVICES
POLICY NO.: XXX-XX
EFFECTIVE DATE:

PURPOSE:

It is the purpose of this policy to establish guidelines for the annual appropriation and expenditure of funding for each City Council Office for community projects, programs and services to be expended at the discretion of each Councilmember during the fiscal year.

Annual funding levels are subject to budget priorities as established by the City Council each year.

POLICY:

It is the policy of the City Council that:

1. Proposed funding levels for annual allocations for Community Projects, Programs and Services for each Council Office will be included each year in the Mayor's Proposed Budget.
2. Proposed funding levels for Community Projects, Programs and Services for each Council Office for the following fiscal year will be initially determined based on estimated savings to be achieved related to the administration of each Council Office by the current fiscal year-end.
3. Variances in actual savings from budgeted amounts may result in recommendations from the Mayor to the Council to revise appropriations to reflect actual savings, as a mid-year budget adjustment, depending on financial circumstances, and prior year results for the General Fund and reserves.
4. Funding for Community Projects, Programs and Services may be expended for any government purpose.

5. Funding for Community Projects, Programs and Services can be used to supplement the appropriations of any existing General Fund activity or a new activity that would typically be supported by the City's General Fund.
6. Funding requests to supplement City Departmental expenses or existing capital improvement projects can be made of the Chief Financial Officer.
7. Community Projects, Programs and Services funding should be considered a one-time resource, and planned uses should be one-time in nature, to avoid service interruptions or employee impacts if funding is discontinued.
8. Community Projects, Programs and Services funding is not permitted to be utilized for administrative expenses related to the Council Office.
9. Upon request of the respective Councilmember, available appropriations in non-personnel expense accounts in the Council Office administrative budget may be reallocated to supplement the funding level of the Community Projects, Programs and Services account within the current fiscal year.
10. Unexpended "Community Projects, Programs and Services" funds will not be considered in the savings estimates when determining the amounts for addition to the following year's budget.
11. Establishment of a new capital project must be done by Council resolution.

HISTORY: