

**MOTION**

On June 10, 2021 the Council and Mayor adopted the Fourth Financial Status Report for Fiscal Year 2020-21 (Report), which included Recommendation No. 6 to exempt up to \$53,046,995.32 in Financial Management System prior-year encumbrances from the General Fund Encumbrance Policy as per Attachment 13 of the Report.

There are a total of \$3,546,330.74 in special fund backed General Fund encumbrances for the Department of City Planning (DCP) related to active contracts with ongoing work which were not included in Attachment 13 to the Report. These encumbrances were swept at the end of Fiscal Year 2020-21 and are no longer available. The encumbrances relate to ongoing contract work that support critical DCP work programs including work to update the General Plan and Community Plans. A reappropriation of these funds and a transfer of funds within the impacted special funding sources to a 2021-22 account are needed to allow DCP to replace the swept encumbrances and avoid delays to critical work.

I THEREFORE MOVE that the Council, subject to the approval of the Mayor:

1. Authorize the Controller to:

a. Create appropriation accounts in the following funds as shown below:

<b>Fund</b>	<b>Account</b>	<b>Account Name</b>
51Q	94V168	City Planning
58V	08V168	City Planning

b. Reappropriate \$108,874.47 within Measure R Local Return Fund No. 51Q between the accounts shown below:

	<b>Account</b>	<b>Account Name</b>
<b>From:</b>	94R168	City Planning
<b>To:</b>	94V168	City Planning

c. Reappropriate \$381,132.24 within Development Services Trust Fund No. 58V between the accounts shown below:

	<u>Account</u>	<u>Account Name</u>
<b>From:</b>	08P168	City Planning
<b>To:</b>	08V168	City Planning

d. Reappropriate \$3,855.77 within Planning Case Processing Special Revenue Fund No. 52D between the accounts shown below:

	<u>Account</u>	<u>Account Name</u>
<b>From:</b>	68168S	City Planning
<b>To:</b>	68168V	City Planning

e. Reappropriate a total of \$3,052,468.26 within Planning Long-Range Planning Fund No. 52F between the accounts shown below:

	<u>Account</u>	<u>Account Name</u>	<u>Amount</u>
From:	68168P	City Planning	\$168,163.00
	68168R	City Planning	\$1,509,473.26
	68168S	City Planning	<u>\$1,374,832.00</u>
			\$3,052,468.26
To:	68168V	City Planning	\$3,052,468.26

2. Increase appropriations in Account 003040 within Fund 100/68 by \$3,546,330.74.
3. Authorize the Department of City Planning to prepare Controller instructions and make technical corrections as necessary to the above transaction to effectuate the intent of this Motion, subject to the approval of the City Administrative Officer, and request the Controller to implement those instructions.

PRESENTED BY: 

SECONDED BY: 

**ORIGINAL**

AUG 25 2021

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