

DATE: April 20, 2020
TO: Jessica Kinard, City Budget Office Director
CC: Carmen Merlo, Deputy Chief Administrative Officer
FROM: Ted Wheeler, Mayor's Office
SUBJECT: Mayor's Office FY 2019-20 Spring BMP Submission

Please accept the Mayor's Office Spring BMP submission for FY 2019-20.

This Spring BMP submission includes:

- Current Year Business Area Projection Report

I have reviewed the enclosed documents and support the submission package.

Please contact Kristin Dennis from my staff, or budget liaison Ben Smith, with any questions.

Thank you,

A handwritten signature in black ink, appearing to be 'Ted Wheeler', with a long horizontal line extending to the right.

Mayor Ted Wheeler

Enc:
FY 2019-20 Spring BMP Submission Packet

MY - Office of the Mayor

DP Type

Other Adjustments

Request Name: 9912 -Mayor's Office - Fuel Station Debt Service

Package Description

This decision package reduces the fuel station debt service allocation due to lower actual costs being realized. The General Fund is capturing the cost savings.

Service Impacts

Additional revenue for the General Fund.

Equity Impacts

N/A

Account Name		2019-20 SPRING Requested Adj
Expense	Internal Materials and Services	-14
Expense	Sum:	-14

Account Name		2019-20 SPRING Requested Adj
Revenue	General Fund Discretionary	-14
Revenue	Sum:	-14

Business Area Projection Report

Office of the Mayor - Fund 100

Major Object	2019-20 SPRING Revised Total	2019-20 February Actuals YTD	2019-20 SPRING Projection	% of Projected Actuals to Revised Budget
External Materials and Services	253,914	96,110.54	196,111	77.24%
Internal Materials and Services	819,305	523,459.4	787,807	96.16%
Personnel	2,595,292	1,551,517.24	2,397,808	92.39%
Sum:	3,668,511	2,171,087.18	3,381,726	

Major Object	2019-20 SPRING Revised Total	2019-20 February Actuals YTD	2019-20 SPRING Projection	% of Projected Actuals to Revised Budget
Charges for Services	0	6,093	6,093	#DIV/0
General Fund Discretionary	1,675,831	0	1,382,953	82.52%
General Fund Overhead	1,992,680	0	1,992,680	100.00%
Sum:	3,668,511	6,093	3,381,726	

Sum:	7,337,022	2,177,180.18	6,763,452	
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Revenue Discussion

General Fund Discretionary revenue was reduced to balance the projection. Service charges and fee revenue will not be budgeted since the spending appropriation is not needed.

Revenue Risks

None

Expenditure Discussion

All expenditure categories are projected to fall under budgeted appropriation.

Expenditure Risks

Due to the COVID-19 epidemic, expenses will likely decrease below projected amounts due to travel and non-essential purchases being put on-hold.

Other Notes