



Chloe Eudaly,  
Commissioner

Suk Rhee,  
Director

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## MEMORANDUM

DATE: June 1, 2020

TO: Kea Cannon, Financial Analyst, City Budget Office

FROM: Suk Rhee, Director, Office of Community & Civic Life

SUBJECT: Fiscal Year 2019-20 Over Expenditure Ordinance Submission

Please accept the Office of Community & Civic Life's submission for the FY 2019-20 Over Expenditure Ordinance. The submission consists of the following:

\$100,000 shifted from the Personnel budget to the External Materials & Services budget in order to re-align funding related to accepted and rejected carryover requests in the Spring BMP. The shift of these funds from personnel to EM&S is a more proper representation of budget priorities in fiscal year 2019-20.

Please contact Michael Kersting, Financial Analyst (823-3040) if you have questions or require additional information.

CC: Michael Kersting  
Michael Montoya  
Andrea Williams



**NI - Office of Community and Civic Life**

**DP Type**

**Internal Transfer**

**Request Name:** 10267 -OEO adjustment

**Package Description**

In the Spring BMP, we made three large carryover requests that were funded by general underspending in the Bureau. The source of the underspent funds were not directly tied to the future use of the underspent funds. With only one of the two requests being funded, this request is meant to prioritize the sources of underspending, which should be personnel savings before M&S savings.

**Service Impacts**

No service impacts. It will assure that Graffiti funds can be fully expended.

**Equity Impacts**

Account Name		2019-20 OE Requested Adj
Expense	External Materials and Services	100,000
	Personnel	-100,000
<b>Expense</b>	<b>Sum:</b>	<b>0</b>