



CITY COUNCIL

Staff Report

Meeting Date: Oct. 22, 2019

To: Mayor and City Council

From: Scott Chadwick, City Manager

Staff Contact: Roxanne Muhlmeister, Finance Manager
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Subject: Approval of fiscal year 2018-19 budget carryforward requests and appropriation of funds to fiscal year 2019-20.

Recommended Action

Adopt a Resolution approving the fiscal year 2018-19 budget carryforward request listing of individual items over \$100,000 and appropriating funds to the General Fund, General Capital Construction Fund and Fleet Replacement Fund in fiscal year 2019-20.

Executive Summary

Council Policy Statement No. 87, General Fund Surplus Policy (Policy No. 87), approved by the City Council on Aug. 27, 2019, established a new policy for the appropriation of surplus funds resulting from actual revenues exceeding actual expenditures, plus any unspent and unencumbered expenditure budget for a given fiscal year. The request for the appropriation of unspent and unencumbered expenditure budget is referred to as a budget carryforward of funds. In accordance with Policy No. 87, staff is presenting the listing of budget carryforward requests and appropriation of funds to fiscal year 2019-20 for City Council approval.

Discussion

The fiscal year 2018-19 unspent and unencumbered expenditure budget for the General Fund at June 30, 2019, is \$16,324,327. This is the current, unaudited balance as the annual fiscal audit is currently in progress. This unspent balance is the result of several different factors, including, but not limited to, salary savings from partial year position vacancies, responsible spending from departments and items and/or activities that were budgeted in fiscal year 2018-19 but for various reasons were not purchased or encumbered by fiscal year end.

In August 2019, city departments were asked to submit carryforward requests that are one-time in nature and not for on-going services, programs or personnel to the Administrative Services Branch. Administrative Services staff met with each department to review and discuss the submitted requests. A list of requests was then presented to the city manager for review. According to Policy No. 87, the city manager may approve individual request items equal to or less than \$100,000 into the following fiscal year. All items over \$100,000 must be brought forward for City Council approval.

The city manager approved \$2,861,988 in General Fund carryforward requests and \$3,396,610 in carryforward requests for other funds (non-General Fund funds). All individual items are \$100,000 or less. A listing of all city manager approved requests is included as Exhibit 2 of this Staff Report for reference.

The requested items over \$100,000 requiring City Council approval are listed and described below. The General Fund carryforward requests total \$4,331,244 and the non-General Fund requests total \$2,099,000. A summary of these requests is included as Attachment A in the Resolution of this Staff Report.

General Fund Requests for City Council Approval (\$4,331,244):

Housing Element Update Project, \$335,000

By law, the City of Carlsbad General Plan Housing Element must be reviewed, updated and adopted by April 15, 2021, to adequately plan for its share of anticipated growth in the San Diego region during the 2021-2029 planning period. The City Council approved the work plan and the use of carryforward funds on Sept. 10, 2019, for the upcoming Housing Element Update Project.

Schulman Auditorium sound system replacement, \$225,000

The current sound system in the library's auditorium is 11 years old and has recently experienced failures. The City Council approved the advertising of bids for the project and the use of carryforward funds on Sept. 10, 2019.

Police Officer's Association Memorandum of Understanding (MOU) fiscal impact, \$1,798,400

The City Council approved an MOU with the Carlsbad Police Officers' Association on Sept. 10, 2019. Several of the negotiated items affecting salary and benefits were retroactive to Jan. 1, 2019. Since this agreement was still in the negotiation phase when the current fiscal year budget was adopted, a large majority of these impacts were not anticipated or included with the budget at the time of budget adoption. This carryforward will fund the fiscal impact for fiscal year 2019-20. The City Council approved use of carryforward funds for this purpose on Oct. 8, 2019.

Invasive species (Ward's weed) mitigation, \$200,000

Ward's weed is a highly invasive non-native plant that threatens native habitats, protected plant and animal species and increases the wildfire fuel load. Investing in early and aggressive control of this species will save a significant amount of resources in the future.

The City Council approved a treatment strategy and the use of carryforward funds on Oct. 8, 2019, for this project.

School crossing guard contract increases, \$118,624

The city recently requested bids for school crossing guard services and a new contract was approved by the City Council on Oct. 8, 2019. The increase in cost from the prior year's contract is due to an increase in the hourly rate by the contractor as well as the addition of 13 locations as recommended by the Traffic Engineering Division of the Public Works Branch between 2015 and 2019.

Parks & Recreation Master Plan update project, \$250,000

The current Parks & Recreation Master Plan will expire in March 2020. To maintain the department's national accreditation with the Commission for the Accreditation of Parks & Recreation Agencies the current Master Plan must be updated. The City Council approved the consultant agreement and the use of carryforward funds on Oct. 8, 2019, for this project.

External legal counsel and expert services, as needed, \$200,000

The city often has a need to use external legal counsel and expert services on specific one-time or on-going legal issues. These services are used at the discretion of the City Attorney's Office. The adopted budget for fiscal year 2019-20 is \$750,000. Expenses vary year to year and totaled close to \$800,000 for fiscal year 2018-19. Historically the city has carried forward any remaining budget balance in the prior year to add to the current year's available budget balance. This \$200,000 will be added to the existing \$750,000 budget in fiscal year 2019-20.

Digitize paper copies of building plans and maps, \$245,000

A contract with a vendor is needed to image existing building permits, plans, mylars and maps which are currently housed in large filing cabinets at the City of Carlsbad Faraday Center. Digitizing and indexing the documents will allow for ease of access by staff and members of the public through the city's document management system. This project will eliminate the large cabinets and allow for much needed space for staff at the Faraday Center.

Climate Action Plan, remaining fiscal year communications balance, \$111,721

The Communications Department is planning one-time program outreach to support Climate Action Plan goals, including, 1) a digital media campaign to encourage behavior changes that reduce greenhouse gasses, 2) development of a consistent visual identity to more effectively communicate with external audiences and 3) a video series highlighting Climate Action Plan programs.

Document Community & Economic Development (CED) business processes, \$150,000

The CED Department is planning to develop documentation (desk manuals) for summarizing the various steps staff engage with the city's software/permitting system (EnerGov) related to the building, planning, and engineering permit process. This project will include reviewing and updating as necessary the associated forms and procedures associated with the EnerGov software system. The objective is to ensure business processes for various permit types across the divisions are captured and explained with the goal of developing a comprehensive document for each division. These documents will ensure that existing or new staff can navigate, operate and add data properly in the EnerGov system. This request was originally approved with the fiscal year 2017-18 budget. Staff turnover, workloads and system updates have delayed the start of this project. Staff anticipates posting a request for proposals for services by the end of November 2019.

Fire engine outfitting costs, \$160,000

The funding for the engine was approved in fiscal year 2018-19. Due to the specificity of the needs for the engine and the equipment that goes with it, the design phase took longer than anticipated and pushed into fiscal year 2019-20. The request is to carryforward this funding for the equipment purchase into fiscal year 2019-20.

Community public art, remaining fiscal year balances, \$217,499

In fiscal year 2015-16, the City Council approved an ongoing annual appropriation of \$100,000 for community art projects to be included in each annual budget. This approval indicated the City Council’s recognition and support of the expansion of public art in the community. Resource constraints in Library & Cultural Arts have made it difficult to expend the full amount each fiscal year. Staff is requesting the carryforward of the unexpended public art balance (since fiscal year 2015-16) into the current fiscal year. The new full-time Public Art Coordinator position, approved with the fiscal year 2019-20 budget will make it possible to expend this carryforward balance as well as the ongoing annual budget.

Safety Center HVAC system repairs, \$320,000

Repairs are needed on the HVAC system at the Safety Center. This will require the replacement of the two air handlers incorporated in that system. Plans and specifications will be developed and the repairs and replacements will then be completed.

Non-General Fund (Fleet Replacement) Requests for City Council Approval (\$2,099,000):

Three items approved in a prior fiscal year were not yet purchased by the close of fiscal year 2018-19. These items are all individually above \$100,000 and require City Council approval for carryforward. The request is to carryforward the previously approved budget in the Fleet Replacement Fund for the following items: Fire Ladder Truck (\$1,500,000), Paint Truck (\$419,000) and a Paver (\$180,000).

Fiscal Analysis

The unspent and unencumbered budget balance at June 30, 2019, for the General Fund and the amounts of the department carryforwards, are summarized in the table below:

GENERAL FUND CARRYFORWARD SUMMARY FISCAL YEAR 2018-19	
Unspent and unencumbered budget at 6/30/19	\$16,324,327
Department carryforwards requested for City Council approval	(4,331,244)
Department carryforwards approved by the city manager	(2,861,988)
REMAINING BUDGET AFTER DEPARTMENT CARRYFORWARDS	\$9,131,095

Staff is requesting the remaining unspent and unencumbered expenditures budget balance in the General Fund, currently calculated at \$9,131,095, to be transferred and appropriated to the General Capital Construction Fund to begin the accumulation of funds needed for the future purchase and implementation of a city-wide enterprise resource planning (ERP) system. The city is currently embarking upon evaluating and procuring solutions as part of the city’s digital transformation and Connected Carlsbad initiatives. These solutions will be identified and brought forward to the City Council over the next several years.

Next Steps

The deputy city manager of the Administrative Services Branch will appropriate all City Council approved carryforward requests to the General Fund, the General Capital Construction Fund and the Fleet Replacement Fund to fiscal year 2019-20.

The annual fiscal year audit is currently underway for fiscal year 2018-19. Administrative Services staff will return to City Council to present the results of the financial audit and the status of the city's General Fund reserve after the final audit opinion has been issued.

Environmental Evaluation (CEQA)

Pursuant to Public Resources Code Section 21065, this action does not constitute a "project" within the meaning of CEQA in that it has no potential to cause either a direct physical change in the environment, or a reasonable foreseeable indirect physical change in the environment, and therefore does not require environmental review.

Public Notification and Outreach

This item was noticed in accordance with the Ralph M. Brown Act and was available for viewing at least 72 hours prior to the posting of the agenda.

Exhibits

1. City Council Resolution
2. Listing of city manager approved fiscal year 2018-19 General Fund and non-General Fund carryforward budget requests.

RESOLUTION NO. _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CARLSBAD, CALIFORNIA, APPROVING FISCAL YEAR 2018-19 BUDGET CARRYFORWARD REQUESTS AND APPROPRIATION OF FUNDS TO FISCAL YEAR 2019-20.

WHEREAS, the City Council of the City of Carlsbad, California approved Council Policy Statement No. 87, General Fund Surplus Policy (Policy No. 87) on Aug. 27, 2019; and

WHEREAS, Policy No. 87 established a policy for the appropriation of surplus funds resulting from General Fund actual revenues exceeding total actual expenditures, plus any unspent and unencumbered expenditures budgeted for a given fiscal year; and

WHEREAS, at the close of fiscal year 2018-19, the remaining unaudited unspent and unencumbered expenditures budget for the General Fund is \$16,324,327; and

WHEREAS, per Policy No. 87, the City Council must approve the carryforward of any unspent and unencumbered budget for a particular item over \$100,000; and

WHEREAS, department carryforward requests submitted for City Council approval are listed in Attachment "A" attached hereto; and

WHEREAS, as part of the city's digital transformation and Connected Carlsbad initiatives, the purchase and implementation of a city-wide enterprise resource planning (ERP) system will be needed in the near future; and

WHEREAS, staff is requesting to set aside the remaining budget after approved department carryforward requests to begin the accumulation of funds needed for the future purchase and implementation of a city-wide enterprise resource planning (ERP) system.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Carlsbad, California, as follows:

1. That the above recitations are true and correct.
2. That the budget carryforward requests as shown in Attachment "A" attached hereto, are approved for carryforward from fiscal year 2018-19 to 2019-20.
3. That the deputy city manager, of the Administrative Services Branch, is authorized to appropriate carryforward amounts as shown in Attachment "A" attached hereto, to the General Fund in the amount of \$4,331,244 and the Fleet Replacement Fund in the amount of \$2,099,000.

4. That the deputy city manager, administrative services, is authorized to transfer the remaining carryforward budget balance, currently calculated at \$9,131,095, from the General Fund to the General Capital Construction Fund and appropriate said funds in the General Capital Construction Fund to begin the accumulation of funds needed for the future purchase and implementation of a city-wide resource planning (ERP) system.

PASSED, APPROVED AND ADOPTED at a Regular Meeting of the City Council of the City of Carlsbad on the ___ day of _____, 2019, by the following vote, to wit:

AYES:

NAYS:

ABSENT:

MATT HALL, Mayor

BARBARA ENGLESON, City Clerk

(SEAL)

**CITY OF CARLSBAD FY 2018-19 TO FY 2019-20
CARRYFORWARD BUDGET REQUESTS
CITY COUNCIL CONSIDERATION (ITEMS OVER \$100,000)**

GENERAL FUND REQUESTS

DEPARTMENT	DESCRIPTION	REQUEST TYPE	REQUESTED AMOUNT
Community & Economic Development	Housing Element Update Project	Professional Services	\$ 335,000
Library & Cultural Arts	Replace Schulman Auditorium sound system	Capital Outlay	225,000
Police	Police salary and benefit increases related to new MOU contract	Other	1,798,400
Public Works	Invasive species mitigation (Ward's weed)	Professional Services	200,000
Police	School Crossing Guard-contract increase	Professional Services	118,624
Parks & Recreation	Parks & Recreation Master Plan Update Project	Professional Services	250,000
City Attorney	External legal counsel and expert services, as needed	Professional Services	200,000
City Clerk Services	Digitize paper copies of building permits, plans, mylars and maps in order to allow greater access of documents to staff and public	Professional Services	245,000
Communications	Climate Action Plan-remaining communications balance from FY 18-19	Professional Services	111,721
Community & Economic Development	Document CED business processes & training manuals (budgeted in FY 18-19)	Professional Services	150,000
Fire	Fire engine outfitting (budgeted in FY 18-19, to be completed in FY 19-20)	Equipment & Supplies	160,000
Library & Cultural Arts	Community Public Art Projects remaining balances	Professional Services	217,499
Public Works	Safety Center HVAC system repairs	Professional Services	320,000
Total General Fund Requests			\$ 4,331,244

FLEET REPLACEMENT FUND REQUESTS

DEPARTMENT	DESCRIPTION	REQUEST TYPE	REQUESTED AMOUNT
Public Works	Fire Ladder Truck (approved & budgeted in prior year, not yet purchased)	Capital Outlay	\$ 1,500,000
Public Works	Paint Truck (approved & budgeted in prior year, not yet purchased)	Capital Outlay	419,000
Public Works	Paver (approved & budgeted in prior year, not yet purchased)	Capital Outlay	180,000
Total Fleet Replacement Fund Requests			\$ 2,099,000

**CITY OF CARLSBAD FY 2018-19 TO FY 2019-20
CARRYFORWARD BUDGET REQUESTS
CITY MANAGER CONSIDERATION (ITEMS \$100,000 AND UNDER)**

GENERAL FUND REQUESTS

DEPARTMENT	FUND	DESCRIPTION	REQUEST TYPE	REQUESTED AMOUNT	APPROVED (Y/N)	APPROVED AMOUNT
City Attorney	001	Office upgrades for conference room/law library	Capital Outlay	\$ 30,000	Y	\$ 30,000
City Attorney	001	Law school intern program	Other	20,000	Y	20,000
City Clerk Services	001	GovQA Council Inquiry Module	Professional Services	22,400	Y	22,400
City Manager	001	Funding for meals due to an increasing number of meetings and briefings that must be scheduled over the lunch hour to accommodate increased workloads	Other	7,500	Y	7,500
City Manager	001	City Hall work space reconfiguration	Capital Outlay	19,000	Y	19,000
City Manager	001	ZenCity - Data Driven Decision Making Platform	Pilot Program	24,000	Y	24,000
City Manager	001	Biennial Resident Satisfaction /Opinion Survey (budgeted FY 18-19)	Professional Services	100,000	Y	100,000
City Manager	001	Contracted services for grant writer	Professional Services	100,000	Y	100,000
Community & Economic Development	001	Approved FY 2018-19 community assistance grants not yet disbursed	Other	5,525	Y	5,525
Community & Economic Development	001	Carlsbad Connector program-communication & outreach	Professional Services	23,000	Y	23,000
Community & Economic Development	001	Outsourced support for EnerGov permitting system reports	Professional Services	23,052	Y	23,052
Community & Economic Development	001	Safe Routes to School (outreach & marketing campaign)	Professional Services	51,000	Y	51,000
Community & Economic Development	001	2.0 FTE part-time (short-term) hourly staff (Neigh Serv, Code and LDE)	Other	54,800	Y	54,800
Community & Economic Development	001	Unspent developer deposits received for third party studies	Other	65,423	Y	65,423
Community & Economic Development	001	Third party geotech & traffic analysis, as needed	Professional Services	95,000	Y	95,000

**CITY OF CARLSBAD FY 2018-19 TO FY 2019-20
CARRYFORWARD BUDGET REQUESTS
CITY MANAGER CONSIDERATION (ITEMS \$100,000 AND UNDER)**

GENERAL FUND REQUESTS

DEPARTMENT	FUND	DESCRIPTION	REQUEST TYPE	REQUESTED AMOUNT	APPROVED (Y/N)	APPROVED AMOUNT
Finance	001	Increase in annual FY 2019-20 SANDAG membership dues	Other	19,006	Y	19,006
Finance	001	Professional services for August 2019 Council Financial Symposium	Professional Services	20,000	Y	20,000
Finance	001	City-wide fee study contract amendment (change in scope)	Professional Services	40,000	Y	40,000
Finance	001	Additional training and conferences (for new finance employees)	Other	20,000	Y	20,000
Fire	001	Marketing/promotion materials for fire community engagement	Equipment & Supplies	3,421	Y	3,421
Fire	001	Mobile data computers for new fire apparatus (budgeted FY 18-19)	Capital Outlay	5,092	Y	5,092
Fire	001	Stop the Bleed Kits for all public buildings	Equipment & Supplies	6,000	Y	6,000
Fire	001	Flag disposal drop box (boxes to be placed at two fire stations)	Equipment & Supplies	6,600	Y	6,600
Fire	001	Cordico Firefighter mental wellness application	Pilot Program	15,000	Y	15,000
Fire	001	SCBA Equipment (budgeted in FY 2018-19)	Equipment & Supplies	18,998	Y	18,998
Fire	001	Key Hoses Replacements (budgeted in FY 2018-19)	Equipment & Supplies	20,969	Y	20,969
Fire	001	Audio/visual equipment for Emergency Operations Center	Equipment & Supplies	23,821	Y	23,821
Fire	001	Nakoa firefighter wellness program & workshops	Pilot Program	30,000	Y	30,000
Fire	001	Contract to update the fire department's Standards of Cover analysis	Professional Services	65,000	Y	65,000
Fire	001	Safety Center (conference rooms) audio/visual upgrades	Capital Outlay	39,601	Y	39,601
Fire	001	Fire station bay monitor displays (all stations)	Capital Outlay	67,025	Y	67,025

**CITY OF CARLSBAD FY 2018-19 TO FY 2019-20
CARRYFORWARD BUDGET REQUESTS
CITY MANAGER CONSIDERATION (ITEMS \$100,000 AND UNDER)**

GENERAL FUND REQUESTS

DEPARTMENT	FUND	DESCRIPTION	REQUEST TYPE	REQUESTED AMOUNT	APPROVED (Y/N)	APPROVED AMOUNT
Library & Cultural Arts	001	FY 18-19 Community Arts Grants awarded, not yet disbursed	Other	2,000	Y	2,000
Library & Cultural Arts	001	Dove Library Interior Signage-remaining project balance	Equipment & Supplies	8,111	Y	8,111
Library & Cultural Arts	001	Safety access control for Dove Circulation staff & Cole Community Room doors	Equipment & Supplies	11,100	Y	11,100
Library & Cultural Arts	001	Carlsbad City (Dove) Library Café Sign	Equipment & Supplies	13,293	Y	13,293
Library & Cultural Arts	001	Arts & Culture Master Plan remaining project balance	Professional Services	20,848	Y	20,848
Library & Cultural Arts	001	Bid Review and Project Management for library auditorium sound replacement	Professional Services	25,000	Y	25,000
Library & Cultural Arts	001	Awnings for Cole loading dock & Learning Center patio	Equipment & Supplies	25,000	Y	25,000
Library & Cultural Arts	001	Safety CCTV camera purchase and installation at three libraries	Equipment & Supplies	39,550	Y	39,550
Library & Cultural Arts	001	Biennial Library Community Survey	Professional Services	40,000	Y	40,000
Library & Cultural Arts	001	Library Succession Planning (year 3 of 3 on contract, budgeted in FY18-19)	Professional Services	65,000	Y	65,000
Library & Cultural Arts	001	Dove Library Collections & Technical Services space reconfiguration for staff & storage needs	Equipment & Supplies	80,000	Y	80,000
Library & Cultural Arts	001	Cultural Arts Mobile Outreach (Master Plan item)	Other	82,551	Y	82,551
Library & Cultural Arts	001	Carlsbad City (Dove) Library wayfinding remaining project balance	Professional Services	91,100	Y	91,100
Parks & Recreation	001	Replace Scout House fence with a higher security fence	Equipment & Supplies	10,000	Y	10,000
Parks & Recreation	001	Utility cart for Carrillo Ranch parks maintenance staff	Capital Outlay	15,000	Y	15,000
Parks & Recreation	001	Carrillo Ranch caretaker residence repairs	Professional Services	25,000	Y	25,000

**CITY OF CARLSBAD FY 2018-19 TO FY 2019-20
CARRYFORWARD BUDGET REQUESTS
CITY MANAGER CONSIDERATION (ITEMS \$100,000 AND UNDER)**

GENERAL FUND REQUESTS

DEPARTMENT	FUND	DESCRIPTION	REQUEST TYPE	REQUESTED AMOUNT	APPROVED (Y/N)	APPROVED AMOUNT
Parks & Recreation	001	Alga Norte Aquatic Center pool tile replacement	Professional Services	30,000	Y	30,000
Parks & Recreation	001	Buena Vista Reservoir Park public outreach	Professional Services	30,000	Y	30,000
Parks & Recreation	001	Leo Carrillo Ranch AV and HVAC equipment replacements	Capital Outlay	32,000	Y	32,000
Parks & Recreation	001	Alga Norte Competition Pool welded pool covers	Capital Outlay	40,500	Y	40,500
Parks & Recreation	001	Increase the overtime budget for citywide special events permitting to add additional officers and paramedics at community events	Other	48,989	Y	48,989
Parks & Recreation	001	Leo Carrillo Ranch repair of granite surfaces (parking lot, pathways, etc.)	Capital Outlay	60,000	Y	60,000
Parks & Recreation	001	Harding Community Center office remodel to accommodate existing staff	Professional Services	95,000	Y	95,000
Police	001	Office Furniture for new officers (Homeless Outreach Team)	Equipment & Supplies	5,000	Y	5,000
Police	001	LEFTA, field training software, invoice (invoice was intended for FY 18-19)	Professional Services	5,325	Y	5,325
Police	001	Additional software module to track police equipment assigned to vehicles	Professional Services	7,500	Y	7,500
Police	001	Install gun safes at four schools for School Resource Officer use	Equipment & Supplies	8,000	Y	8,000
Police	001	Uniforms for two new Motor Officers	Equipment & Supplies	10,000	Y	10,000
Police	001	Continue Police wellness program	Professional Services	15,000	Y	15,000
Police	001	Replacement Motorcycle (due to a recent collision)	Capital Outlay	20,753	Y	20,753
Police	001	Axon (body camera) license for new officers	Professional Services	22,083	Y	22,083
Police	001	Outfitting and converting two ambulances for police (special task forces)	Equipment & Supplies	50,000	Y	50,000

**CITY OF CARLSBAD FY 2018-19 TO FY 2019-20
CARRYFORWARD BUDGET REQUESTS
CITY MANAGER CONSIDERATION (ITEMS \$100,000 AND UNDER)**

GENERAL FUND REQUESTS

DEPARTMENT	FUND	DESCRIPTION	REQUEST TYPE	REQUESTED AMOUNT	APPROVED (Y/N)	APPROVED AMOUNT
Police	001	School Resource Officer vehicle (approved FY 18-19)	Capital Outlay	70,000	Y	70,000
Police	001	Cost increases needed for FY 19-20 approved police patrol vehicle purchase (5 vehicles, increase is \$22,000 each vehicle)	Capital Outlay	110,000	Y	110,000
Police	001	Three marked police vehicles (approved and budgeted FY 18-19)	Capital Outlay	210,000	Y	210,000
Police	001	Outfitting for 5 recently purchased police vehicles (budgeted FY 18-19)	Equipment & Supplies	140,000	Y	140,000
Public Works	001	Climate Action Plan - siting plan services for EV charging locations	Professional Services	49,900	Y	49,900
Public Works	001	General and Supplemental Provisions update to Public Works contracts	Professional Services	32,000	Y	32,000
Public Works	001	Electrical diagnostic equipment for city electrician staff position	Equipment & Supplies	10,000	Y	10,000
Public Works	001	Construction management services for the Rancho Carrillo caretaker residence remodel	Professional Services	26,100	Y	26,100
Public Works	001	Safety Training Center CCTV security system and cameras	Professional Services	30,000	Y	30,000
Public Works	001	New use of force simulator at Safety Training Center- current system is outdated and is no longer supported by the vendor	Capital Outlay	50,000	Y	50,000
Public Works	001	Concrete Grinder Replacement	Equipment & Supplies	4,500	Y	4,500
Public Works	001	Communications equipment and laptops for streets maintenance staff	Capital Outlay	12,000	Y	12,000
Public Works	001	Asphalt and materials for Pio Pico sidewalk repair	Equipment & Supplies	19,500	Y	19,500
Public Works	001	Outsourced support for EnerGov permitting system reports	Professional Services	23,052	Y	23,052
Total General Fund Requests				\$ 2,861,988		\$ 2,861,988

**CITY OF CARLSBAD FY 2018-19 TO FY 2019-20
CARRYFORWARD BUDGET REQUESTS
CITY MANAGER CONSIDERATION (ITEMS \$100,000 AND UNDER)**

OTHER FUNDS (NON-GENERAL FUND) REQUESTS

DEPARTMENT	FUND	DESCRIPTION	REQUEST TYPE	REQUESTED AMOUNT	APPROVED (Y/N)	APPROVED AMOUNT
Community & Economic Development	133	Interfaith contract for housing assistance at Carlsbad Service Center	Professional Services	\$ 40,000	Y	\$ 40,000
Community & Economic Development	133	Conference travel for housing staff	Other	9,000	Y	9,000
Community & Economic Development	171	Carryforward of remaining Agricultural Mitigation Grant balances (awarded, but not yet disbursed)	Unspent Grant Balance	66,818	Y	66,818
Community & Economic Development	190	Carryforward remaining budget in Section 8 federal rental program	Unspent Grant Balance	58,025	Y	58,025
Information Technology	640	City Sourced (replacement for Public Staff application)	Professional Services	35,000	Y	35,000
Information Technology	640	Velocity - ADFS Implementation	Professional Services	10,980	Y	10,980
Information Technology	640	City Innovate - STIR Membership	Other	15,000	Y	15,000
Information Technology	640	Core cashiering equipment required for system upgrade	Equipment & Supplies	25,000	Y	25,000
Information Technology	640	Security assessment & hacking test	Professional Services	100,000	Y	100,000
Information Technology	640	Annual library maintenance for SirsiDynix (invoice received after 6/30)	Professional Services	98,690	Y	98,690
Information Technology	640	Infor Services-public sector suite upgrade	Professional Services	24,000	Y	24,000
Information Technology	640	Granicus upgrade to city internet & intranet sites	Professional Services	80,000	Y	80,000
Information Technology	641	Approved FY 2018-19 replacement equipment not yet purchased (all individual items are under \$100,000 each)	Capital Outlay	1,600,000	Y	1,600,000
Library & Cultural Arts	145	Mobile MakersSpace Program-carryforward of unexpended donated funds	Equipment & Supplies	10,460	Y	10,460
Lighting District	162	Boom truck rust prevention	Professional Services	10,000	Y	10,000
Public Safety Grants	124	Carryforward unspent safety grant funds	Unspent Grant Balance	53,909	Y	53,909

CITY OF CARLSBAD FY 2018-19 TO FY 2019-20
 CARRYFORWARD BUDGET REQUESTS
 CITY MANAGER CONSIDERATION (ITEMS \$100,000 AND UNDER)

OTHER FUNDS (NON-GENERAL FUND) REQUESTS

DEPARTMENT	FUND	DESCRIPTION	REQUEST TYPE	REQUESTED AMOUNT	APPROVED (Y/N)	APPROVED AMOUNT
Public Works	621	Approved FY 18 & FY 19 replacement vehicles not yet purchased (individual items are under \$100,000 each)	Capital Outlay	545,000	Y	545,000
Potable Water	501	Risk and resiliency assessments	Professional Services	100,000	Y	100,000
Potable Water	501	Connection fee study	Professional Services	33,000	Y	33,000
Potable Water	501	Warehouse storage racks (split funding)	Equipment & Supplies	30,000	Y	30,000
Potable Water	501	Dump truck rental & trench plate purchase	Equipment & Supplies	15,000	Y	15,000
Potable Water	501	Non-compliant fire flow retro-fitting	Professional Services	25,000	Y	25,000
Potable Water	501	Outfitting for vehicle replacements approved in FY 2018-19	Capital Outlay	30,000	Y	30,000
Potable Water	501	Cost increase for FY 2019-20 approved hydro-excavator (split funding)	Capital Outlay	85,000	Y	85,000
Recycled Water	502	Cost increase for FY 2019-20 approved hydro-excavator (split funding)	Capital Outlay	15,000	Y	15,000
Recycled Water	502	Outfitting for vehicle replacements approved in FY 2018-19	Capital Outlay	20,000	Y	20,000
Recycled Water	502	Connection fee study	Professional Services	13,000	Y	13,000
Recycled Water	502	Warehouse storage racks (split funding)	Equipment & Supplies	10,000	Y	10,000
Solid Waste Grants	520	Carryforward of unspent grant budgets in solid waste fund	Unspent Grant Balance	54,727	Y	54,727
Stormwater	521	Agua Hedionda hydrologic area study for restoration projects	Professional Services	14,000	Y	14,000
Wastewater	511	Outfitting for vehicle replacements approved in FY 2018-19	Capital Outlay	35,000	Y	35,000
Wastewater	511	Sewer benefit area study	Professional Services	25,000	Y	25,000

CITY OF CARLSBAD FY 2018-19 TO FY 2019-20
 CARRYFORWARD BUDGET REQUESTS
 CITY MANAGER CONSIDERATION (ITEMS \$100,000 AND UNDER)

OTHER FUNDS (NON-GENERAL FUND) REQUESTS

DEPARTMENT	FUND	DESCRIPTION	REQUEST TYPE	REQUESTED AMOUNT	APPROVED (Y/N)	APPROVED AMOUNT
Wastewater	511	Connection fee study	Professional Services	25,000	Y	25,000
Wastewater	511	Warehouse storage racks (split funding)	Equipment & Supplies	10,000	Y	10,000
Wastewater	511	Lift station soft start study	Professional Services	75,000	Y	75,000
Total Other Funds (Non-General Fund) Requests				\$ 3,396,610		\$ 3,396,610