SUBJECT: Approval of Budget Modification No. 4 to Carry Over Council Technology Funds from FY 2012/13 to FY 2013/14

BACKGROUND
Council action in approving the FY 2012/13 budget provided each Councilmember with a technology allowance of $1,300 per four-year term. This amount is intended to satisfy any technology equipment requirements that a Councilmember may encounter over the course of a four-year term. Any amount not expended during a Councilmember’s first year is carried over to the next fiscal year. This practice continues until either the $1,300 allowance is exhausted, or until a Councilmember leaves office.

EXISTING POLICY
Council Policy 7.3.13 Support for Councilmembers; Staff-Council Communications

CEQA REVIEW
N/A.

DISCUSSION
In order to ensure that the technology funds authorized by City policy for each Councilmember are available during FY 2013/14, technology funds not spent by Councilmembers during FY 2012/13 need to be carried over to FY 2013/14.

FISCAL IMPACT
While final year-end expenditures for FY 2012/13 are not yet available, preliminary results indicate the General Fund operating expenditures will be less than the updated projections included in the FY 2013/14 Adopted Budget. As such, this carryover can be covered without negatively impacting the General Fund.

Budget Modification No. 4 has been prepared to carry over unspent funds from the FY 2012/13 budget in Activity 723500 (Conduct Council Business). The carryover of $4,960 incorporates the unspent technology allowance funds of Mayor Spitaleri, Vice Mayor Griffith, and Councilmembers Moylan, Whittum, Meyering, Davis, and Martin-Milius.
## BUDGET MODIFICATION NO. 4
### FISCAL YEAR 2013/2014

<table>
<thead>
<tr>
<th></th>
<th>Current</th>
<th>Increase (Decrease)</th>
<th>Revised</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>General Fund</strong></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Expenditures:</td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>723500 – Conduct Council Business</td>
<td>$350,890</td>
<td>$4,960</td>
<td>$355,850</td>
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<tr>
<td>Reserves:</td>
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<tr>
<td>Budget Stabilization Fund</td>
<td>$46,791,892</td>
<td>($4,960)</td>
<td>$46,786,932</td>
</tr>
</tbody>
</table>

## PUBLIC CONTACT
Public contact was made by posting the Council agenda on the City's official-notice bulletin board outside City Hall, at the Sunnyvale Senior Center, Community Center and Department of Public Safety; and by making the agenda and report available at the Sunnyvale Public Library, the Office of the City Clerk and on the City's Web site.

## RECOMMENDATION
Staff recommends approval of Budget Modification No. 4 to carry over $4,960 in technology funds in accordance with Council Policy 7.3.13, and Budget Modification No. 4.

Reviewed by:

Robert Walker, Assistant City Manager  
Prepared by Yvette Blackford, Senior Management Analyst

Reviewed by:

Grace K. Leung, Finance Director

Approved by:

Gary M. Luebbers  
City Manager