

Meeting Date: 9/17/2013

Report Type: Consent

Report ID: 2013-00682

Title: Establishing a Multi-Year Operating Project for City Cemetery Facility Improvements (I17000300) from the Bequest of Frances J. Pendleton

Location: District 4

Issue: City Council approval is required to establish a multi-year operating project (MYOP) - I17000300 - for the City Cemetery. The scope of I17000300 is to utilize the funds solely from the bequest of Frances J. Pendleton for the betterment of the City Cemetery. Approval of MYOP will ensure that the bequest from Ms. Pendleton will be properly allocated to the City Cemetery.

Recommendation: Pass a Resolution 1) establishing a multi-year operating project (MYOP), I17000300, for the City Cemetery Facility Improvements; 2) depositing the bequeathed money, totaling \$13,358.72, into the City Cemetery's General Fund operating revenue; and 3) authorizing City Manager to increase the revenue budget for FY2013/14 for the City Cemetery and establish an expenditure budget in I17000300 in the amount of \$13,359 to reflect the bequest received.

Contact: Eva Chiang, Administrative Officer, (916) 808-5898, Convention, Culture & Leisure Department

Presenter: None

Department: Convention Culture & Leisure

Division: City Cemetery

Dept ID: 17001931

Attachments:

1-Description/Analysis

2-Resolution

City Attorney Review

Approved as to Form
Kourtney Burdick
9/9/2013 4:23:19 PM

City Treasurer Review

Reviewed for Impact on Cash and Debt
Russell Fehr
8/21/2013 10:18:00 AM

Approvals/Acknowledgements

Department Director or Designee: Rebecca Bitter - 9/5/2013 10:26:49 AM

Description/Analysis

Issue Detail:

The City has received a bequest from the Estate of Frances J. Pendleton in the amount of \$13,358.72, which Ms. Pendleton, a devoted volunteer, specifically bequeathed to the City Cemetery.

This report requests authorization to establish a multi-year operating project (MYOP) - I17000300 - for the City Cemetery. The scope of I17000300 is to utilize the funds solely from the bequest of Frances Pendleton for projects and programs beneficial to the beautification, preservation or restoration of the City Cemetery. Approval of MYOP will ensure that the bequest from Ms. Pendleton will be properly allocated to the City Cemetery. City Council approval is required for the establishment of a MYOP.

Policy Considerations: This proposed action is consistent with the City's Historic Preservation chapter of the City Code, Chapter 17.134, as well as the Budget Resolution (2013-198), sections 10 and 13, which define MYOPs and capital projects

Economic Impacts: None.

Environmental Considerations:

The recommendations in this report have been determined to be exempt from the requirements of California Environmental Quality Act guidelines under section 15378.

Sustainability: Not applicable.

Commission/Committee Action: None.

Rationale for Recommendation: MYOPs are used for a specific project, program, or other activity that have designated funds which need to be expended over multiple years and are not capital improvement projects. Since the bequest is specifically to benefit only the City Cemetery and is in an amount under \$20,000, a MYOP is required.

Financial Considerations: In order to properly account for the General Funds received, a MYOP will aid staff in ensuring that the funds will be used solely for the City Cemetery.

Emerging Small Business Development (ESBD): Not applicable.

RESOLUTION NO.

Adopted by the Sacramento City Council

September 17, 2013

ESTABLISHING A MULTI-YEAR OPERATING PROJECT FOR CITY CEMETERY FACILITY IMPROVEMENTS (I17000300) FROM THE BEQUEST OF FRANCES J. PENDLETON

BACKGROUND

- A. The City has received a bequest from the Estate of Frances J. Pendleton in the amount of \$13,358.72, which Ms. Pendleton specifically bequeathed to the City Cemetery.
- B. Establishing a multi-year operating project (MYOP) is needed to account for those designated funds, which will need to be expended over multiple years. The scope of I17000300 is to utilize the funds solely from the bequest of Frances J. Pendleton for the betterment of the City Cemetery. Since the bequest is specifically to benefit the City Cemetery, a MYOP is required.

BASED ON THE FACTS SET FORTH IN THIS BACKGROUND, THE CITY COUNCIL RESOLVES AS FOLLOWS:

- Section 1. A MYOP for the City Cemetery Facility Improvements (Pendleton Estate) is hereby established as I17000300.
- Section 2. The bequeathed money, totaling \$13,358.72, shall be deposited into the City Cemetery's General Fund operating revenue.
- Section 3. The City Manager is authorized to increase the revenue budget for FY2013/14 for the City Cemetery and establish an expenditure budget in I17000300 in the amount of \$13,359 to reflect the bequest received.