



Memorandum

TO: HONORABLE MAYOR
AND CITY COUNCIL

FROM: Jennifer Maguire

**SUBJECT: SAN JOSE BUDGETED FUNDS
GUIDE**

DATE: February 23, 2010

Approved

Date

2/24/10

We are pleased to present to you an update to the San José Budgeted Funds Guide. This document, which was produced with the assistance of the Office of the City Attorney, the Finance Department, and various other staff throughout the entire organization, was created in an effort to consolidate summary level budgetary and financial information on each budgeted City fund in one reference document. We hope that the information presented in this document will serve as a useful tool for the City Council when considering funding sources for future projects or for closing future budget shortfalls.

The San José Budgeted Funds Guide provides information for each budgeted fund including the purpose of the fund, authority for the fund, common revenue sources of the fund, and Proposition 218 and other restrictions. Information is also included that is intended to be helpful to departmental staff, such as each fund's designation in the Comprehensive Annual Financial Report (CAFR) and reference location in the Funding Sources Resolution and Appropriation Ordinance.

Due to the fact that new budgeted funds are not frequently created, it is not anticipated that this document will be revised and released on an annual basis, but rather every other year or every three years. If and when circumstances require an update, a revised document will be produced. This document will be posted on the City Manager's internet website (click on Budget).

JENNIFER MAGUIRE
Budget Director