



Legislation Text

File #: 050167., **Version:** 1

City Commission Contingency Funding Allocation Policy (B)

This item recommends a policy and procedure for requesting funds from the City Commission Contingency.

On July 11, 2005, the City Commission referred this item to the Personnel & Organizational Structure Committee. Staff conducted a survey of 14 peer cities to determine if they have a policy or other written guidelines for allocating contingency funds. Most of the cities responding did not have a formal policy.

Staff reviewed allocations granted over the last five years and developed a draft policy and procedure based on the categories reflected in those allocations.

The draft policy outlines two types of requests: Outside Agency Requests and Internal Requests from City Departments. Each request must demonstrate a public purpose to be eligible for funding. Each request requires that the proper form be completed and submitted to the City Manager's office for review. Upon approval by the City Manager, the request will be placed on the City Commission agenda for approval by the elected body.

None

The City Commission: 1) approve the City Commission Contingency Policy and the related request forms; and, 2) approve removing this item from the Personnel & Organizational Structure Committee referral list.