

# STAFF REPORT



ITEM NO. 11  
CITY OF OCEANSIDE

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DATE: February 2, 2011  
TO: Honorable Mayor and City Councilmembers  
FROM: Library Department  
SUBJECT: **ACCEPTANCE OF \$435 IN UNANTICIPATED REVENUE FROM SALE OF SURPLUS PROPERTY AND APPROVAL TO APPROPRIATE THE FUNDS TO THE LIBRARY DEPARTMENT**

## **SYNOPSIS**

Staff recommends that the City Council accept \$435 in Unanticipated Revenue from the auction sale of surplus Library property (furnishings to be replaced in the Civic Center Library renovation project), and approval to appropriate these funds to the Library Department for the purchase of new equipment.

## **BACKGROUND**

Administrative Directive AD-17 requires City Council approval for the expenditure of unanticipated revenue. As part of the Civic Center Library renovation, old furniture and shelving were disposed of through the General Auction Company, Buena Park, California. The Library requests approval to use this revenue to purchase new equipment for the Library.

## **ANALYSIS**

Appropriation and allocation of the \$435 in revenue will increase the budgeted amount of Library Support Services 350357101.5330 by \$435.

## **FISCAL IMPACT**

A budget appropriation in the amount of \$435 in revenue from 1101.4501.100367 Sales-Auction Surplus Other Misc. Revenue will be made and funds will be appropriated to expenditure account 350357101.5330. This will increase the Library Support Services General Fund 101 budget by \$435.

Staff will be evaluating the Administrative Directive to eliminate the need for Council action on such a de minimus amount of revenue.

**CITY ATTORNEY'S ANALYSIS**

City Attorney analysis does not apply.

**RECOMMENDATION**

Staff recommends that the City Council accept \$435 in Unanticipated Revenue from the auction sale of surplus Library property (furnishings to be replaced in the Civic Center Library renovation project), and approval to appropriate these funds to the Library Department for the purchase of new equipment.

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