



Legislation Text

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CITY COUNCIL AGENDA ITEM

Memo Date: November 6, 2020
Agenda Date: November 17, 2020
Prepared By: Lora Howell, Deputy Finance Director
Through: Rebecca Bowman, MBA, CGFO, CGFM, Finance Director
Requested Action:

Approve a Resolution Amending the Fiscal Year 2021 Adopted Budget, BAF# 21-033-A, for Purchase Orders Rolled Over to Fiscal Year 2021, Due to Unspent Money for Capital Projects and Specific Operating Accounts, Through the Use of Various Fund Balance Reserves.

BACKGROUND:

At the end of Fiscal Year (FY) 2020, the individual departments request specific Purchase Orders (P.O.) for multi-year Capital Projects and/or Operating Purchases to remain open, and that the balance on those P. O's be included within the FY 2021 Budget. The projects may have been scheduled to be completed in FY20 and did not reach completion, necessitating the unspent budget to be provided in FY21. This agenda item essentially "shores up" the FY21 Budget under the existing Purchase Orders, BAF#21-033-A.

Attached to this agenda item, is the lists of related Purchase Orders that remained open after the end of FY20, all of which have previously gone through the appropriate approval process. Since any amount not spent at the end of FY20 went back into fund balance reserves, this agenda item is requesting to amend the budget taking the money back out of reserves to provide the necessary budget in FY21, to perform the projects indicated on the attachments.

STRATEGIC PLAN CONNECTION:

To provide financial transparency with budgeting and the procurement processes.

BUDGETARY IMPACT:

Budgeted	No
If not budgeted, is amendment/transfer attached?	Yes

FY 2021 Purchase Order Roll, BAF # 21-033-A (2 Pages)
(See Attached Spreadsheet)

PREVIOUS ACTION:

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RECOMMENDED MOTION:

Approve a Resolution Amending the Fiscal Year 2021 Adopted Budget, BAF# 21-033-A, for Purchase Orders Rolled Over to Year 2021, Due to Unspent Money for Capital Projects and Specific Operating Accounts, Through the Use of Various Fund Balance Reserves.