

**Meeting Date (?)** 02/23/2016

**Subject Matter\* (?)** Budget Amendment #1 FY 2016 - Encumbrance Carryover  
This must match rolling agenda entry

**Department of Origin\*** FINANCE

**Submitted By\*** William Smith

**Type of Meeting\***  BCD  Special  Regular

**Classification\***  Public Hearing  Consent  Statutory  Regular

**Ordinance\***  None  First Read  Second Read  First & Only Read

**Strategic Initiative\***  Public Safety  Service  
 Economic Development  Infrastructure  
 Quality of Life

**Agenda Item Description\*** An ordinance amending Ordinance No. 2117 increasing the expenditure budget appropriations for Fiscal Year 2016 from \$390,537,933 to \$405,127,031

**Summary Statement\*** As required by Ordinance No. 2117, which initially authorized City of Bryan Fiscal Year 2016 budget appropriations, budget expenditures and transfers in excess of annual appropriations require City Council authorization. The increase for encumbrances is \$14,589,098, which recognizes the encumbrance carry-over amounts for approved contracts and services. These contracts and services were not completed during Fiscal Year 2015, therefore, funds are being carried forward to be available upon completion of contracts/services and/or receipt of goods.

A detailed listing of the recommended encumbrances is provided in Exhibit A. All budget increases for encumbrance carry-overs will be funded by available fund balance of the individual fund.

**Staff Analysis & Recommendation\*** By approving this ordinance, the City Council will allow for the appropriation and expenditure of funds for authorized purposes.

Staff recommends the approval of all items included in the budget amendment within this Council Action Form (CAF). A budget amendment to increase appropriations due to previous year carry-overs is standard accounting and budget practice. The amendment appropriately recognizes an increase in expenditures as the cost for obligated goods and services are shifted from one fiscal year to the next.

Previous year over year comparisons as well as fund level information are available in Exhibit B

**Options\*** (In Suggested Order of Staff Preference)  
1. Approve all items as proposed  
2. Approve some of the items as proposed, which may require consideration at a future City Council meeting  
3. Do not approve the budget amendment, which could result in the City not being able to cover the cost of goods and service for which the City is contractually obligated to pay

**Funding Source\*** Use of fund balance as shown by amendment amount and fund in the table included above in the Summary Statement. See Exhibit B

**Attachments**

Exhibit B BA #1 FY 2016 Historical and Fund Level Data.pdf	9.44KB
Exhibit A BA #1 FY 2016 Encumbrance Carryover from FY15.pdf	25.6KB
Budget Amendment Ordinance #1.docx	17.94KB

Please detail attachments and note attachments available for viewing in City Secretary's Office:

1. Exhibit A - BA #1 FY 2016 Encumbrance Carryover from FY15 (pdf file)
2. Exhibit B - BA #1 FY 2016 Historical and Fund Level Data (pdf file)
3. Budget Amendment Ordinance #1 FY 2016 (Word doc)

Dept. Head Signature

*JOE HEGWOOD*

Deputy City Manager  
Signature

*Hugh R. Walker*

City Manager Signature



City Attorney Signature

*Janis K. Hampton*