CITY OF BRYAN
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ACTION FORM
BRYAN CITY COUNCIL

Meeting Date (?) 03/22/2016

Subject Matter* (?) Budget Amendment #1 FY16 First Reading
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 ☑ Economic Development ☑ Quality of Life ☑ Service ☑ Infrastructure

Agenda Item Description* An ordinance amending Ordinance No. 2117 increasing the expenditure budget appropriations for Fiscal Year 2016 from $390,537,933 to $404,717,209.

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 $14,179,276, 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.

Historical information regarding previous year's encumbrances is included as an attachment.

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 in the appropriate funds as shown in the attached table.

Attachments

Budget Attachments.pdf	29.98KB
Budget Amendment 1 FY16 First Reading_ Ordinance.docx	18.04KB

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

The first two attachments are combined into one (1) PDF

1. Budget Amendment #1 Historical and Fund Level tables
2. Budget Amendment #1 FY15 encumbrance carry-over for FY16 amendment
3. Budget Amendment #1 Ordinance

Dept. Head Signature

Deputy City Manager Signature

City Manager Signature

City Attorney Signature