City Council Agenda Item Request
Submit to Clerk's Office
No later than 30 days before proposed Council meeting

1. **Date submitted to Clerk's Office:** 10/24/2024

2. **Primary contact person and Department requesting agenda item:** Tony McDowell Finance

3. **Requested Council meeting date:** 12/10/2024

4. **Subject:** Technical Budget Amendment for Year-End Encumbrances and Carry-Overs.

5. **Action Requested:** Adoption of a technical budget amendment in each of the City's annual operating funds to appropriate from restricted and assigned fund balance the required budget authorization for prior year contracts, purchase orders, and other carry-over appropriations that rolled forward to Fiscal Year 2024-25 (FY25).

6. **Note if time sensitive, and why:** Should be on the same agenda as the FY24 Audit Presentation.

7. **Potential fiscal impact(s) - if known by staff at time of request:** There is no impact on unassigned or available fund balance in the City's operating funds.

8. **Identify all vendor outreach for Minority & Women Owned Business Enterprises (MWBE).** N/A

9. **Identify all Boards, Commissions and Council Committees with tentative dates - add in the vote and recommendation from each Board:** N/A.

10. **Identify key issues:**
    - Provides budget authorization for prior year contracts, purchase orders, and other carry-over appropriations that were identified as part of the FY24 audit and rolled forward to FY25.