



## *Agenda Briefing*

---

**Date of Meeting:** 2/02/2021

**Responsible Department:** Finance

**Presenter:** MIke Gibbs

**Briefing Prepared By:** Mike Gibbs

**Strategic Focus Area:** City Services

---

**General Information / Subject:**

Ordinance 2021-02 is the City's year end budget amendment for Fiscal Year 2020. The City is preparing to have its independent auditors audit the financials. In preparation for the audit the Finance department amends the final budget to align with the expenditures and revenue collection that occurred during the fiscal year. The ordinance and attachment A amend the budget to reflect these events.

**Executive Summary / Background:**

**All requests must be submitted to the City Secretary's Office no later than 12:00 p.m. on the Monday, one week prior to the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.**

**Funding / Fiscal Information:**

Account Number: Multiple

Amount Budgeted:

Amount Requested / Required:

Funding Source (if not budgeted):

**Supporting Materials Attached:**



**Prior Action / Review by Council, Boards, Commissions:**

All requests must be submitted to the City Secretary's Office no later than 12:00 p.m. on the Monday, one week prior to the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.

**Staff Recommendation:**

Approve Ordinance 2021-02 and Attachment A.

**APPROVED BY:  
(as appropriate)**

*Michael Gibbs*

1/15/2021

\_\_\_\_\_  
Preparer or Department Director

\_\_\_\_\_  
Date

\_\_\_\_\_  
Building Official, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
City Secretary, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Community and Visitor Relations Director  
if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Court Administrator, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Deputy City Manager, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
EDC Director, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Emergency Services Director, if needed

\_\_\_\_\_  
Date

All requests must be submitted to the City Secretary's Office no later than 12:00 p.m. on the Monday, one week prior to the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.

\_\_\_\_\_  
Finance Director, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
HR Director, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
IT Director, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Police Chief, if needed

\_\_\_\_\_  
Date

\_\_\_\_\_  
Public Works Director, if needed

\_\_\_\_\_  
Date



1/15/2021

\_\_\_\_\_  
City Manager

\_\_\_\_\_  
Date

All requests must be submitted to the City Secretary's Office no later than 12:00 p.m. on the Monday, one week prior to the regular Tuesday Council Meeting. All required attachments are to be submitted with the request. Incomplete items cannot be placed on the agenda.