



Agenda Briefing

Date of Meeting: 05/21/2019

Submitting Department: Finance

Date Submitted: 05/15/2019

Prepared By: Michael Gibbs

Presenter: Mike Gibbs

Will there be a guest/visitor presenter who is not an employee? Yes No

Guest/Visitor Presenter's first and last name:

Subject: FY 2018/2019 Budget Amendment

Type of Item:

- | | |
|---|------------------------|
| <input checked="" type="checkbox"/> Ordinance | Public Hearing |
| Resolution | Discussion & Direction |
| Contract/Agreement | Other : |

Executive Summary:

GENERAL FUND:

The General Fund needs an amendment to increase salary and benefit line items for the increase to City Secratry salary in the amount of \$10,968.

Background/Issue (What prompted this need?):

Budget Analysis/Funding Comments:

Expenditure Required: \$ 10,968

Budgeted? Yes No x

If yes, Budgeted Amount: \$

Source of Funds/Funding Account: General Fund

If not budgeted and approved, the following will be included in the next Budget Amendment:

Addition to Revenue Account: \$

Addition to Expenditure Account: \$ Multiple accounts see attachment A

1295 Form Required? Yes No

Name of Applicant (if applicable):

Legal Description/Location (if applicable):

Supporting Materials Attached:

- | | | |
|-----------------------------------|----|----|
| 1. Agenda Briefing | 4. | 7. |
| 2. Ordinance 2019-13 | 5. | 8. |
| 3. Ordinance 2019-13 Attachment A | 6. | 9. |

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.

Recommended Placement on Agenda: **NEW BUSINESS**

Recommended Action:

Approve on first and final reading proposed Ordinance 2019-13 to amend the FY 2018/2019 Budget for General Fund.

**REVIEWED AND APPROVED BY:
(as appropriate)**

Department Director

Date

5/15/2019

DocuSigned by:
Michael Gibbs
DAE0009BB7004D9...

Finance Director

Date

5/15/2019

City Attorney

Date

Deputy City Manager

Date

DocuSigned by:
Gayle Cook
B8CE768D777F40E...

City Manager

Date

5/15/2019