



Agenda Briefing

Date of Meeting: January 7, 2020

Responsible Department: Utility Billing

Presenter: Michael Gibbs Director of Finance

Briefing Prepared By: Michael Gibbs Director of Finance

Strategic Focus Area: City Services

General Information / Subject:

Budget amendment number 2 includes General Fund items which had purchase orders issued prior to September 30 but have come due or will come due in our current Fiscal Year 2020 budget.

The Enterprise Fund portion of the amendment is to increase Highway 146 account lines which is in the New Business portion of the January 7 meeting.

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 lines see attachment A

Amount Budgeted:

Amount Requested / Required:

Funding Source (if not budgeted):

Supporting Materials Attached:



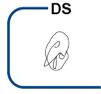
Prior Action / Review by Council, Boards, Commissions:

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Staff Recommendation:

Approve Budget Amendment Ordinance 2020-05

REVIEWED BY: (as appropriate)

 DS

City Manager

 DS
MG

Deputy CM

Finance

HR

IT

PD

Emer Svcs

City Sec

EDC

Bldg

PW

Court

Visitor Relations

**APPROVED BY:
(as appropriate)**

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

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EDC Director, if needed

Date

Emergency Services Director, if needed

Date

DocuSigned by:
Michael Gibbs

12/23/2019

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

DocuSigned by:
Gayle Cook

12/23/2019

City Manager

Date

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