



**REPORT TO: CC/SUA**

**MEETING DATE: JULY 6, 2020**

<b>Agenda Item:</b>	7d. CC-20-123 / 5d. SUA-20-23
<b>Background / Issue:</b>	<ul style="list-style-type: none"> <li>• Municipalities in Oklahoma are required to adopt an annual budget. When City Council/SUA Trustees adopt the expenditure budget, those funds become appropriated, which means they are reserved in the fiscal year for the purpose they were intended.</li> <li>• At the end of a fiscal year, there may be projects, materials, or services that have been appropriated for but are incomplete or not yet received.</li> <li>• If no action is taken to re-appropriate those funds in the new budget year, the funding will lapse. City staff refers to the re-appropriation as a carry forward.</li> <li>• Finance staff works with City departments to identify incomplete projects and materials or services not yet received for which the funds should be carried forward to complete the procurement process. This list of carry forward requests is attached for consideration by the Council/Trustees.</li> </ul>
<b>Proposal/Solution:</b>	N/A
<b>Financial Impact/Funding Source(s):</b>	There is no cash balance impact when approving carry forward requests since the funds have been previously reserved for the purpose they were intended.
<b>Related Strategic Priority:</b>	<p>#1 Effective Services &amp; Accountable Government: To provide effective services and accountable government for all citizens by practicing fiscal responsibility, transparency and outstanding customer service.</p> <p>#2 Inspired Management: To demonstrate leadership, management and planning skills that focus on results needed to create a better community.</p>
<b>Recommended Action/Motion:</b>	Staff recommends City Council/SUA Trustees approve the carry forward of budget appropriations from FY20 to FY21 as presented.

<b>Prepared By:</b>	Christy Cluck, Finance Director
<b>Reviewed By:</b>	Melissa Reames, Deputy City Manager
<b>Submitted By:</b>	Norman McNickle, City Manager
<b>Attachment(s):</b>	Carry Forward Request – Expenditures Carry Forward Request - Revenues