

TO: James L. App, City Manager  
FROM: Mike Compton, Director of Administrative Services  
SUBJECT: Appointment of Council Ad Hoc Committee – Budget Carryover Requests  
DATE: September 16, 2003

---

Needs: For the City Council to appoint an ad hoc committee to review annual budget carry-over requests.

Facts:

1. Carry-over requests for unspent budget appropriations for the prior fiscal year are approved by the City Council by resolution.
2. It has been the policy and past practice of the City to limit said requests to capital outlay, capital improvements, special consultant services, and other non-routine, one-time budget appropriations that are unspent at year end.

Analysis  
and

Conclusion:

Contrary to prior years, various staff has requested that operating funds be carried over to the following fiscal year. Given this change in policy, it is desirable that the Council appoint an ad hoc committee to review staff requests for budget carry-over for the purpose of making a recommendation to the full City Council.

Fiscal  
Impact:

None.

Options:

- a. That the Council appoint a two member ad hoc committee to review the annual budget carry-over requests and report back to Council by October 14, 2003; or
- b. Amend, modify, or reject the above option.