



# Agenda Cover Memorandum

Meeting Date: April 22, 2013

Meeting Type:  COW (Committee of the Whole)  City Council  Budget Workshop

Item Title: FY 2013 and FY 2014 expenditure processing timeline

Action Requested:

Approval

For discussion

Feedback requested

For your information

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Background:

The timeline that will be followed to close out final FY 2013 expenditures and begin processing FY 2014 expenditures is based upon the timeline used last year. The timeline is outlined below.

4/22/2013	COW	FY 2013 final purchase order increases proposed
5/06/2012	COUNCIL	FY 2013 final purchase order increases approved
5/13/2013	COW	FY 2014 blanket purchase orders proposed
5/20/2013	COUNCIL	FY 2014 blanket purchase orders approved FY 2013 warrant list begins to appear as a separate agenda item

Budget transfers were implemented during FY 2013, therefore they were not a part of the FY 2012 year end expenditure process. Final FY 2013 budget transfers will be proposed, if needed, at the May 13, 2013 COW.

Budget Implications:

Does Action Require an Expenditure of Funds:  Yes  No

If Yes, Total Cost:

If Yes, is this a Budgeted Item:

Yes  No  Requires Budget Transfer

If Budgeted, Budget Code (Fund, Dept, Object)

Attachments: