

## MEMORANDUM

**To:** Lisa Agnor, City Manager  
**From:** Elaine Altman, Finance Director/City Secretary  
**Date:** December 12, 2016  
**Subject:** Approval of an Ordinance amending the 2016 Annual Budget to provide for adjustments in selected departments

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This Ordinance is required by our auditors to provide for year-end adjustments in selected departments. A copy of the Ordinance is attached.

### GENERAL FUND

#### Tourism

Amendment is a result of Arena repairs and maintenance and Convention/Community Center overtime expense.

#### Support Services

Amendment is due to ground repairs and maintenance and janitorial expenses.

#### NonDepartmental

Amendment can be attributed to the cost of final payments to employees who have left employment with the City.

#### Interfund Transfer

Amendment is a reclassification from the Capital Outlay Account to the Interfund Transfer Account.

### WATER AND SEWER ENTERPRISE FUND

#### Engineering

Amendment is due to higher than anticipated motor vehicle expenses and to plotter repair resulting from a roof leak.

#### NonDepartmental

Amendment is attributable to credit card fees.

### STREET MAINTENANCE FUND

#### Street Improvements

Amendment is due to prior year street improvements that were not completed until 2016.

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE AMENDING ORDINANCE NO. O-15-07 TO AMEND THE  
2016 ANNUAL BUDGET OF THE CITY OF MARSHALL, TEXAS**

**WHEREAS**, on September 18, 2015 the City of Marshall, Texas passed Ordinance No. O-15-07 adopting the 2016 annual budget; and

**WHEREAS**, the City of Marshall, Texas desires to amend the 2016 annual budget to provide for additional expenditures to meet unusual and unforeseen conditions, which could not, by reasonable diligent thought and attention, have been included in the original budget;

**NOW THEREFORE, BE IT ORDAINED BY THE CITY COMMISSION OF THE CITY OF MARSHALL THAT:**

The appropriations for the fiscal year beginning January 1, 2016 and ending December 31, 2016 for the support of the General Fund and the Water and Sewer Enterprise Fund be amended as follows:

**General Fund Amendments**

	<u>Increase in 2016 Budget</u>
Tourism	\$ 22,700
Support Services	\$ 30,000
Nondepartmental	\$ 250,000
Interfund Transfer	<u>\$ 200,000</u>
Total	\$ 502,700

**Water and Sewer Enterprise Fund Amendments**

	<u>Increase in 2016 Budget</u>
Engineering	\$ 6,500
Nondepartmental	<u>\$ 15,000</u>
Total	\$ 21,500

**Street Maintenance Fund**

	<u>Increase in 2016 Budget</u>
Street Improvements	<u>\$ 123,600</u>
Total	\$ 123,600

**PASSED AND APPROVED** this \_\_\_\_\_ day of \_\_\_\_\_, 2016.

AYES: \_\_\_\_\_  
NOES: \_\_\_\_\_  
ABSTAINED: \_\_\_\_\_

**PASSED, APPROVED, AND ADOPTED** this \_\_\_\_\_ day of \_\_\_\_\_, 2016

**AYES:** \_\_\_\_\_

**NOES:** \_\_\_\_\_

**ABSTAINED:** \_\_\_\_\_

\_\_\_\_\_  
**CHAIRMAN OF THE CITY COMMISSION  
OF THE CITY OF MARSHALL, TEXAS**

**ATTEST:**

\_\_\_\_\_  
**CITY SECRETARY**