

**City of Minneapolis**  
**Request for Committee Action**

**To:** Ways & Means  
**Date:** 3/28/2016  
**Referral:** N/A  
**From:** Finance & Property Services  
**Prepared by:** LaTonia Green  
**Presented by:** LaTonia Green  
**File type:** Resolution  
**Subcategory:** Budget

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**Subject:**

Rollover of 2015 funds to the 2016 appropriation

**Description:**

Passage of Resolution amending the 2016 General Appropriation to rollover funds from 2015 to 2016 for several operating departments for items that were delayed or not completed during the 2015 budget year.

**Previous Actions:**

None

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**Ward/Address:**

Select a ward.

**Background/Analysis:**

The City has closed out its financial records for 2015, and work is underway to compile this information for the 2015 Comprehensive Annual Financial Report (CAFR). The Finance and Property Services Department staff, in cooperation with the other departments, has reviewed the year-end status of budgets and activities associated with those budgets. Occasionally, there are items that were planned to happen in the budget year, but due to certain circumstances or directives, were delayed or not completed. The City's Adopted Financial Policies provides a mechanism for budget appropriation to be "rolled" over into the following budget year if the circumstances meet the following specific criteria laid out in the policies:

1. Be a valid encumbrance;
2. Be a one-time expenditure and not a recurring budget item;
3. Have a purpose consistent with the department's business plan and be included as part of the department's planned expenditures for the year;
4. Have the budget year appropriation balance available for the encumbered item: and
5. Have a positive fund financial positive

Rollover is taking left over, unspent expenditure appropriation from one year and carrying it over and adding it to the appropriation authority in the next year so there is more authority to spend in the second year for authorized purposes that were not planned spending in year one.

Finance and Property Services is reporting that the rollover requests listed in the resolution meet the above criteria, and the Interim Finance Officer has approved amending the 2016 appropriation resolution to increase the budgets in the funds as attached.

**Financial Review:**

**Additional appropriation required.**

As contained in the attached Resolution

**Future budget impact anticipated.**

2016 budget adjustments

**Approved by the Permanent Review Committee.**

**Meets Small and Underutilized Business Program goals.**

**Attachments:**

1. Resolution
2. Appendix A – Community Planning and Economic Development Request