



# City of San Antonio

## Agenda Memorandum

**File Number:**

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**Agenda Item Number:** 9

**Agenda Date:** September 15, 2022

**In Control:** City Council A Session

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**DEPARTMENT:** Office of Management & Budget

**DEPARTMENT HEAD:** Justina Tate

**COUNCIL DISTRICTS IMPACTED:** Citywide

**SUBJECT:**

FY 2022 Closing Ordinance.

**SUMMARY:**

This item authorizes several financial transactions to be completed prior to the close of FY 2022, including carrying forward planned, yet undesignated, FY 2022 expenditures into FY 2023; carrying forward prior year(s) unencumbered funds to FY 2023, closing accounting records in certain funds and returning balances to their respective funds, and amending prior appropriations. These actions are in accordance with General Accepted Accounting Principles (GAAP).

**BACKGROUND INFORMATION:**

As part of the City's annual year-end fiscal closeout process, a Closing Ordinance is developed to authorize several financial transactions within certain operating, capital and grant funds to comply with Generally Accepted Accounting Principles (GAAP) requirements. Items addressed in the Closing Ordinance include: carry forward of necessary FY 2022 encumbrances into the FY 2023 Budget; earmarked funds in the operating funds designated for Capital Projects or grants; and carry forward of planned, but unencumbered, FY 2022 expenditures into FY 2023; amendment of certain prior appropriations and amends the positions for certain departments to reflect the revised FY 2022 Budget.

This action will allow the Deputy Chief Financial Officer to implement: General Accounting Standards Board (GASB) Statements effective in and applicable for the fiscal year ending September 30, 2022; any transfers between funds; and budget adjustments necessary to reflect FY 2022 re-estimates included within the Proposed FY 2023 Budget.

The ordinance is developed with input from all City departments with assistance from the Finance Department. The Closing Ordinance does not increase budgeted expenditures within the FY 2023 Budget beyond what has been planned and is necessary to ensure execution of FY 2022 commitments.

**ISSUE:**

This item presents for City Council consideration an ordinance authorizing City staff to perform various financial transactions prior to the close of the current fiscal year. These actions include carrying forward planned, yet unencumbered, FY 2022 expenditures into FY 2023; carrying forward prior year(s) encumbrances to FY 2023, closing accounting records in certain funds, returning balances to their respective funds, amending prior appropriations, and amending certain departments positions to reflect the FY 2022 Revised Budget.

**ALTERNATIVES:**

These actions included in this ordinance are in accordance with General Accepted Accounting Principles (GAAP).

**FISCAL IMPACT:**

This action does not increase budgeted expenditures within the FY 2023 Budget beyond what has been planned and is necessary to ensure execution of FY 2022 commitments.

**RECOMMENDATION:**

City staff recommends approval of this item.