



Lisa Meredith <lmeredith@foleypolice.org>

Request for Approval of Agenda Item

4 messages

Lisa Meredith <lmeredith@foleypolice.org>

Wed, Aug 17, 2022 at 10:57 AM

To: Michael Thompson <mthompson@cityoffoley.org>, Wayne <wtrawick@trawickb.com>

Good Afternoon,

Requesting to place an item on the September 6, 2022 agenda to increase departmental budget dollars in both the Donations revenue account and the K9 Expense Account. We are requesting to use \$1200.00 of unbudgeted donation money received by our department to purchase K9 equipment for the K9 Unit. (\$0 net effect) Thank you for your time.

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Lisa Meredith
Office Coordinator
Foley Police Department
251-952-4010 Ext 241

 **k9 equipment increase budget form.pdf**
252K

Wayne <wtrawick@trawickb.com>

Wed, Aug 17, 2022 at 11:13 AM

To: Lisa Meredith <lmeredith@foleypolice.org>, Michael Thompson <mthompson@cityoffoley.org>

I'm good for the agenda

Wayne

[Quoted text hidden]

Michael Thompson <mthompson@cityoffoley.org>

Wed, Aug 17, 2022 at 11:55 AM

To: Lisa Meredith <lmeredith@foleypolice.org>

Cc: Wayne <wtrawick@trawickb.com>

I am fine with this request Lisa,
Mike

[Quoted text hidden]

Lisa Meredith <lmeredith@foleypolice.org>

Wed, Aug 17, 2022 at 12:00 PM

To: Michael Thompson <mthompson@cityoffoley.org>

Cc: Wayne <wtrawick@trawickb.com>

Thank you!

[Quoted text hidden]

Request to Increase Departmental Budget Dollars

Effective October 1, 2015 (Resolution # 15-2922), the City Administrator and Council President must pre-approve all increases of departmental budget dollars prior to expenditure of funds or submission to council. Categories consist of Personnel, Capital Equipment and Operational Expense. After the City Administrator and Council President give approval, the request must go to council approval prior to the expenditure of funds. Form must be provided to City Clerk, so she can obtain signatures at the council meeting.

Instructions:

Complete items below and submit to the City Administrator and Council President. Once the request is approved, a Resolution must be submitted in Legistar requesting the Mayor and Council to amend the budget.

Department Head Thurston Bullock
Department Police
Budget Category Operational

Thurston Bullock
Signature

Date Submitted 17-Aug

If Personnel Accounts, Approval from Human Resources Director is required.

Signature & Date

Reason for Increase:

Use of unbudgeted donation money to purchase training equipment for the K9 Unit.

Amounts of Funds Needed	Account Number & Name
<u>\$ 1,200.00</u>	<u>100-2010-6145 K9 Expense</u>
<u>\$ (1,200.00)</u>	<u>100-2010-4651 (donation revenue)</u>
_____	_____
_____	_____

Approval by City Administrator

Signature Date

Approval by Council President

Signature Date

Finance Department Use Only:

Budget Adjustment Posted:

Resolution # _____ Signature _____ Date _____

***** THIS COMPLETED DOCUMENT MUST BE ATTACHED TO AGENDA REQUEST IN
LEGISTAR *****