

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. 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 Department

Budget Category

Operating

Thurston Bullock
Signature

Date Submitted

4/21/23

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

Signature & Date

Reason for Increase:

PD awarded JAG Local Law Enforcement Equipment Grant of \$20,171.20. Requests to increase budget by \$21,000 in expense and \$20,171.20 in revenue incase purchase comes back over higher than originally quoted since we will have to bid out the products.

Amounts of Funds Needed

\$20,171.20

Account Number & Name

100-2010-4202 ADECA-JAG-LLEA Grant Revenue

\$21,000.00

100-2010-6165 ADECA-JAG-LLEA Grant Expense

Approval by City Administrator

Mike Ferguson
Signature

4/25/23
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 *****