

Request to Increase Capital Budget Dollars

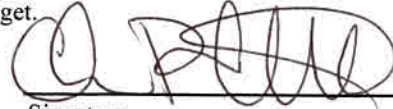
Effective October 1, 2015 (Resolution # 15-2922), the City Administrator and Council President must pre-approve all increases of capital budget dollars prior to expenditure of funds or submission to council. After the City Administrator and Council President give approval, the request must go to council 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 Chad Christian
Department Engineering
Budget Category Capital

Date Submitted August 4, 2020



Signature

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

N/A

Signature & Date

Reason for Increase:

A private detention pond that serves Ashford Park and Hampton Park has poor drainage due to topography.
Two landowners have donated drainage easements to the City to improve and maintain a new drainage
channel.

Amounts of Funds Needed	Account Number & Name
<u>\$15,000</u>	<u>400-3020-5109 A19-CR20</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 *******