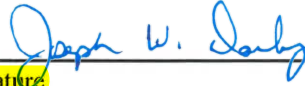


Request to Increase Departmental Budget Dollars

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	Chief Darby	 Signature
Department	Fire Department	
Budget Category	Capital	
Date Submitted	8/3/22	

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

Signature & Date

Reason for Increase:

Amend the HMGP grant assistance task order by \$5,000 due to an increase in scope, cost and engineering design to the project was received days prior to and following the grant application due date. Additional funds will also be used to assist the City in responding to any Requests For Information (RFIs) received from Alabama EMA and/or FEMA.

Amounts of Funds Needed	Account Number & Name
\$5,000	400-2020-5105 (HMGP Fire Station 1 Improvements)
_____	_____
_____	_____
_____	_____

Approval by City Administrator

	8/3/22
Signature	Date

Approval by Council President

_____	_____
Signature	Date

Finance Department Use Only:

Budget Adjustment Posted:

Resolution #	Signature	Date
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***** THIS COMPLETED DOCUMENT MUST BE ATTACHED TO AGENDA REQUEST IN
LEGISTAR *****