

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	<u>Chief Thurston Bullock</u>	<u>Thurston Bullock</u>
Department	<u>Foley Police Department</u>	Signature
Budget Category	<u>Operating</u>	
Date Submitted	<u>23-Oct</u>	

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

Signature & Date

Reason for Increase:

Foley PD was awarded \$5,107.50 from the FY 20 (BJA) Bulletproof Vest Partnership Grant Program. Replacement vests
have already been budgeted in the FY 21 Personel Gear and Protection Account. We request to increase the FY 21
Bulletproof Vest Revenue account to reflect the grant award.

Amounts of Funds Needed	Account Number & Name
<u>\$5,107.50</u>	<u>100-2010-4200</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 *******