

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.

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 Bonnie Donaldson
Department Museum Depot
Budget Category Capital Purchase

Date Submitted 07/10/2017

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

Signature & Date

Reason for Increase:

To purchase new trackless train for the depot.

Amounts of Funds Needed	Account Number & Name
\$ <u>23,000.00</u>	<u>623-7010 Capital Purchase</u>
\$ _____	_____
\$ _____	_____

Approval by City Administrator

Michael L. Meyer 7/11/17
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 *****



Kate Embry <kembry@cityoffoley.org>

no subject)

messages

Michael Thompson <mthompson@cityoffoley.org>

Tue, Jul 11, 2017 at 7:27 AM

o: Wayne Trawick <trawickb@gulftel.com>

c: Kate Embry <kembry@cityoffoley.org>, Katy Taylor <ktaylor@cityoffoley.org>, Bonnie Donaldson <bdonaldson@cityoffoley.org>

Hi Wayne,

Bonnie is asking that council consider the purchase of a new trackless train for the depot. I believe that the she and the caboose club have sufficient funds in their donations account to cover the cost, so I have signed her request. However, I think it also needs your ok prior to going to council for consideration.

Mike

Wayne <trawickb@gulftel.com>

Tue, Jul 11, 2017 at 9:29 AM

o: Michael Thompson <mthompson@cityoffoley.org>

c: Kate Embry <kembry@cityoffoley.org>, Katy Taylor <ktaylor@cityoffoley.org>, Bonnie Donaldson <bdonaldson@cityoffoley.org>

If they have the funds I am good with the request.

Wayne

From: Michael Thompson [mailto:mthompson@cityoffoley.org]

Sent: Tuesday, July 11, 2017 7:28 AM

To: Wayne Trawick <trawickb@gulftel.com>

Cc: Kate Embry <kembry@cityoffoley.org>; Katy Taylor <ktaylor@cityoffoley.org>; Bonnie Donaldson <bdonaldson@cityoffoley.org>

Subject:

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Mike