

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 Miriam Boone
Department CDD
Budget Category Operating

Date Submitted 11/6/20

Miriam Boutwell
Signature
Digitally signed by Miriam Boutwell
DN: cn=Miriam Boutwell, o=City of Foley, c=US
email=boutwell@cityoffoley.org, c=US
Date: 2020.11.06 08:36:26 -0500

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

Signature & Date

Reason for Increase:

Received ADCNR grant for \$27,500 to complete Northeast Comp Plan.

Total project is expected to cost \$55,000, with \$2,500 in cash match and \$25,000 in kind match.

Amounts of Funds Needed	Account Number & Name
<u>\$27,500</u>	<u>100-2031-4201 ADCNR - Comp Plan Grant Revenue</u>
<u>\$30,000</u>	<u>100-2031-6025 ADCNR Grant Expense</u>
_____	_____
_____	_____

Approval by City Administrator


Signature

11/6/2020
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 *****