

Request to Increase Departmental Budget Dollars

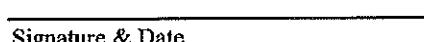
Effective October 1, 2015 (Resolution # 15-2922), the City Administrator and Council President must pre-approve all increases of departmental budget dollars prior to expenditure of funds or submission to council. After the City Administrator and Council President give approval, the request must go to 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	Leslie Gahagan	
Department	Environmental	Signature
Budget Category	Operating	
Date Submitted	02/10/2023	

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



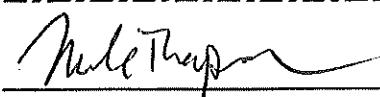
Reason for Increase:

Environmental Dept received ACAMP grant for Beulah Heights Stormwater Management Plan.

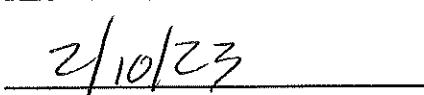
Awarded \$60,235 with \$21,515 matching funds required. Total project estimated is \$81,750

Amounts of Funds Needed	Account Number & Name
\$60,235.00	100-2040-4201 (ADCNR - Grant Revenue)
\$81,750.00	100-2031-6025 (ADCNR - Grant Expense)

Approval by City Administrator



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 *****