

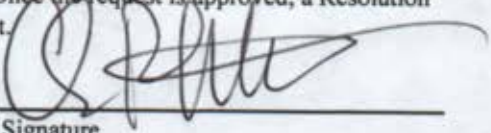
Request to Increase Capital Budget Dollars

Effective October 1, 2015 (Resolution # 15-2922), the City Administrator and Council President must pre-approve all increases of capital 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	Chad Christian
Department	Engineering
Budget Category	Capital budget
Date Submitted	05/08/2023


Signature

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

Signature & Date

Reason for Increase:

We are requesting \$29,000 for Engineering Design Technologies professional services proposal to prepare the CBMPP (Construction Best Management Practices Plan) \$5,000 and the ADEM Site Inspections. The site inspections will be up to 2 inspections a month, not to exceed \$24,000.

Amounts of Funds Needed	Account Number & Name
\$29,000	400-1060-5100 <i>Relp</i>

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 *****