

**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 Chad Christian  
Department Engineering  
Budget Category Capital  
  
Date Submitted 07/25/2022

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

\_\_\_\_\_  
Signature & Date

Reason for Increase:

Lowest bid came in over budgeted amount. We are not sure exactly how much of an increase will be needed until it's been decided on Additive Alternates.

Budgeted \$1,000,000.00 - includes Sawgrass fees of \$175,750.00, lowest bid \$1,070,310.50.

Does not include Additive Alternates.

Amounts of Funds Needed	Account Number & Name
<u>\$ 246,060.50</u>	<u>400-3020-6197 A13 Resurfacing &amp; Street Repairs Phase FY22</u>
<u>\$</u>	<u>_____</u>
<u>\$</u>	<u>_____</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 \*\*\*\*\***