

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	Chief Thurston Bullock	
Department	Police Department	Signature
Budget Category	Capital	
Date Submitted	05/25/2023	

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

Signature & Date

Reason for Increase:

Baldwin County 911 has installed two 911 workstations in our Communications Center with the agreement that Foley pays for the third workstation upgrade. This new equipment will bring the police department on line with Baldwin County 911 and the surrounding agencies. and the surrounding agencies already on line and with the future equipment installs at agencies throughout Baldwin County.

Amounts of Funds Needed	Account Number & Name
\$25,000	400-2010-5105 (Vista911)

Approval by City Administrator

Signature	Date
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Approval by Council President

Signature	Date
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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 *****

Capital Project Worksheet

Directions:

Please complete all questions below and submit to Mike Thompson and Wayne Trawick for approval.

Submitted by: Lt Shawn Miller

Date Submitted: 5/25/2023

Is this project listed on the capital projects plan in the approved budget? Yes

What amount is approved in the plan for this project? 25,000

In what year is this project shown to begin in the plan? 2023

Description of the project and why the project needs to be completed at this time.

Baldwin County has installed two 911 workstations and Foley has agreed to pay for the 3rd.

Can your job be performed without the completion of this project? Please explain below.

Yes. However, this equipment will provide a more efficient way of transferring a caller from agency to agency with uninterrupted service, such as a dropped call during an emergency. It will assist our agency to provide the much needed assistance to our citizens no matter where they are or what direction they may be travelling, because it will also provide a GPS coordinate of the caller.

Will not completing this project cause a public safety issue? Please explain below.

Yes

Do you expect to come in, at, or under budget on this project? Please explain below.

Expected to come in below cost

Is there a grant associated with this project? No

If so please list below the grant amount and the match required by the City.

Approval by City Administrator

Signature and Date

Approval by Council President

Signature and Date

If you need an account number/project number in order to complete your Agenda Item, forward this signed form to Miranda Bell (mbell@cityoffoley.org) and to Sue Steigerwald (ssteigerwald@cityoffoley.org)

*******THIS COMPLETED FORM MUST BE ATTACHED TO THE AGENDA ITEM IN LEGISTAR*******