

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.

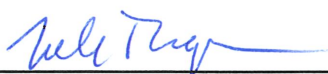
Department Head David Wilson _____
 Department Emergency Management _____ Signature
 Budget Category Capital _____
 Date Submitted 05/15/2024 _____

If Personnel Accounts, Approval from Human Resources Director is required. _____
 Signature & Date

Reason for Increase:

FEMA has awarded the City of Foley an HMGP grant of \$5,020,892.91 with a required matching funds of \$557,876.99 for a total project cost of \$5,578,769.90.

Amounts of Funds Needed	Account Number & Name
<u>\$5,020,892.91</u>	<u>400-9200-4200 HMGP - Grant Safe Room (FEMA) (Revenue)</u>
<u>\$5,578,769.90</u>	<u>400-9200-5100 HMGP - Safe Room (expense)</u>
_____	_____
_____	_____

Approval by City Administrator  _____
 Signature Date 5/15/24

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 *******

Capital Project Worksheet

Directions:

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

Submitted by: David Wilson

Date Submitted: 5/15/2024

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

What amount is approved in the plan for this project? 5,578,770

In what year is this project shown to begin in the plan? FY24


Description of the project and why the project needs to be completed at this time.
FEMA has awarded the City of Foley \$5,020,892.91 in grant funds to build a first responder safe room.

Can your job be performed without the completion of this project? Please explain below.
Yes, but safety issue.

Will not completing this project cause a public safety issue? Please explain below.
Yes, safe room is needed for emergency responders to shelter from hurricanes

Do you expect to come in, at, or under budget on this project? Please explain below.
Unknown until project is able to be bid

Is there a grant associated with this project? Yes
If so please list below the grant amount and the match required by the City.
\$5,020,892.91 - DR-4563-0003 HMGP FEMA/AEMA grant

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*****