

# BUDGET ADJUSTMENT AUTHORIZATION

Unit <b>CITY</b>	Department <b>Public Services</b>	Division <b>Administration</b>	Serial Number <b>04-004</b>
Type of Transaction <input checked="" type="checkbox"/> Revenue Estimate <input checked="" type="checkbox"/> Estimate Increase <input type="checkbox"/> Estimate Decrease  <input checked="" type="checkbox"/> Source <input type="checkbox"/> From Existing Budget Appropriations <input checked="" type="checkbox"/> From Donations, Fees, or Grants <input type="checkbox"/> From Unappropriated Fund Balance		<input checked="" type="checkbox"/> Expenditure Appropriation <input type="checkbox"/> Intra-Departmental Transfer <input type="checkbox"/> Inter-Departmental Transfer <input type="checkbox"/> Project-To-Project Transfer <input checked="" type="checkbox"/> Appropriation Increase <input type="checkbox"/> Appropriation Decrease	
Reason for Request:  <b>To increase revenues and appropriate 2003-2004 9<sup>th</sup> Cycle Used Oil Recycling Grant funds.</b>			

Unit	Account	Name	Fund	Organization	Program	Project/Grant	Increase	Decrease
<b>CITY</b>	<b>430280</b>	<b>Used Oil Recycling Grant</b>	<b>101</b>	<b>90000</b>	<b>50240</b>	-	<b>\$30,710</b>	-
<b>CITY</b>	<b>530200</b>	<b>Consulting</b>	<b>101</b>	<b>19100</b>	<b>20230</b>	-	<b>\$30,710</b>	-
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<b>Department Authorization:</b>  _____ <div style="display: flex; justify-content: space-between; width: 80%; margin-left: auto; margin-right: auto;"> <span>Department Director</span> <span>Date</span> </div>	<b>Recommendation:</b> <input checked="" type="checkbox"/> Approval <input type="checkbox"/> Disapproval  Reasons For Disapproval:  _____ <div style="display: flex; justify-content: space-between; width: 80%; margin-left: auto; margin-right: auto;"> <span>Director of Finance</span> <span>Date</span> </div>
<b>Budget Verification:</b> The above information has been reviewed, is complete and accurate, and the appropriations and/or unappropriated funds are sufficient to support the request.  <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No  _____ <div style="display: flex; justify-content: space-between; width: 80%; margin-left: auto; margin-right: auto;"> <span>Budget and Research Officer</span> <span>Date</span> </div>	<b>City Manager Action:</b> <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Not Required  _____ <div style="display: flex; justify-content: space-between; width: 80%; margin-left: auto; margin-right: auto;"> <span>City Manager</span> <span>Date</span> </div>
	<b>City Council Action:</b> <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved <input type="checkbox"/> Not Required  _____ <div style="display: flex; justify-content: space-between; width: 80%; margin-left: auto; margin-right: auto;"> <span></span> <span>Date</span> </div>