BUDGET ADJUSTMENT AUTHORIZATION

Unit	Department	Division	Serial Number
CITY	**Administrative Services**	**Human Resources**	**06-015 (page 2 of 2)**

Type of Transaction

- ☐ Revenue Estimate
  - ☐ Estimate Increase
  - ☐ Estimate Decrease
- ☐ Source
  - ☐ From Existing Budget Appropriations
  - ☐ From Donations, Fees, or Grants
  - ☒ From Unappropriated Fund Balance

- ☐ Expenditure Appropriation
  - ☐ Intra-Departmental Transfer
  - ☐ Inter-Departmental Transfer
  - ☐ Project-To-Project Transfer
  - ☐ Appropriation Increase
  - ☐ Appropriation Decrease

Reason for Request:

To appropriate funds from undesignated, available fund balances for the market salary adjustments to CMCEA, CMPA, CMPMA, and Part-timers, per staff's recommendation at the 9/20/05 Council meeting.

Unit	Account	Name	Fund	Organization	Program	Project/Grant	Increase	Decrease
CITY	**340295**	**Undesignated**	**213**	**-**	**-**	**-**	**-**	**$9,921**
CITY	**5xxxxx**	**Salaries//Benefits**	**601**	**19500**	**50920**	**-**	**$38,807**	**-**
CITY	**340295**	**Undesignated Fund Balance**	**601**	**-**	**-**	**-**	**-**	**$38,807**

Department Authorization:

Department Director _____ Date _____

Budget Verification:

The above information has been reviewed, is complete and accurate, and the appropriations and/or unappropriated funds are sufficient to support the request.

☒ Yes ☐ No

Budget and Research Officer _____ Date _____

Recommendation: ☒ Approval ☐ Disapproval

Reasons For Disapproval:

Director of Finance _____ Date _____

City Manager Action:

☐ Approved ☐ Disapproved ☐ Not Required

City Manager _____ Date _____

City Council Action:

☐ Approved ☐ Disapproved ☐ Not Required

Date _____