

# BUDGET ADJUSTMENT AUTHORIZATION

<b>Unit</b> <b>CITY</b>	<b>Department</b> <b>Finance</b>	<b>Division</b> <b>Financial Planning</b>	<b>Serial Number</b> <b>06-041</b>
<b>Type of Transaction</b> <input type="checkbox"/> Revenue Estimate <input type="checkbox"/> Estimate Increase <input type="checkbox"/> Estimate Decrease  <input checked="" type="checkbox"/> Source <input checked="" type="checkbox"/> From Existing Budget Appropriations <input 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 checked="" type="checkbox"/> Inter-Departmental Transfer <input type="checkbox"/> Project-To-Project Transfer <input type="checkbox"/> Appropriation Increase <input type="checkbox"/> Appropriation Decrease	<b>Reason for Request:</b>  <b>To appropriate undesignated, available General Fund balance to Department Services and Fire Departments operating budget as recommended by staff at the mid-year budget review.</b>

Unit	Account	Name	Fund	Organization	Program	Project/Grant	Increase	Decrease
CITY	340295	Undesignated	101	90000	50240	-	-	\$28,100
CITY	530200	Consulting	101	18200	20320	-	\$20,000	-
CITY	510600	Maintenance & Construction	101	16200	10210	-	\$8,100	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-
-	-	-	-	-	-	-	-	-

<b>Department Authorization:</b>  _____ <div style="display: flex; justify-content: space-between; width: 100%;"> <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: 100%;"> <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: 100%;"> <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: 100%;"> <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: 100%;"> <span></span> <span>Date</span> </div>