BUDGET ADJUSTMENT AUTHORIZATION

Unit	Department	Division	Serial Number
CITY	**Public Services**	**Maintenance Services**	**16-004**

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 increase Automotive Equipment appropriation by $372,705 from Undesignated Fund Balance, as approved by the City Council at the September 1, 2015 meeting.

Unit	Account	Name	Fund	Organization	Program	Project/Grant	Increase	Decrease
CITY	**340295**	**Undesignated Fund Balance**	**601**	**19500**	**50920**	**-**	**-**	**$372,705**
CITY	**590800**	**Automotive Equipment**	**601**	**19500**	**50920**	**-**	**$372,705**	**-**
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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 Analyst _____ Date _____

Recommendation: ☒ Approval ☐ Disapproval

Reasons For Disapproval:

Director of Finance _____ Date _____

C.E.O. Action:

☒ Approved ☐ Disapproved ☐ Not Required

City Manager _____ Date _____

City Council Action:

☒ Approved ☐ Disapproved ☐ Not Required

Date _____