



REQUEST FOR BUDGET ADJUSTMENT

REQUESTER NAME & TITLE: Stefanie Kemen Engineering Manager FISCAL YEAR: 2022-23
 PREPARER NAME & TITLE: Stefanie Kemen Engineering Manager COUNCIL DATE (if applicable): 8/3/2022
 DEPARTMENT/DIVISION: Public Works / Engineering ORDINANCE: _____

EXPENDITURES/EXPENSES/TRANSFERS OUT

ACCOUNT STRING				BUDGET (\$)	DESCRIPTION
Fund	Account	Center	Project	Adjustment	
1001	6587	84001	400029	(183,407)	Realign expenditure budget from CIP - Capital Outlay
1001	5301	84001	400029	163,407	Realign expenditure budget to Professional Services
1001	5080	84001	400029	20,000	Realign expenditure budget to Staff Time
6301	6587	84001	400029	(21,753)	Realign expenditure budget from CIP - Capital Outlay
6301	5080	84001	400029	21,753	Realign expenditure budget to Staff Time
TOTAL				-	

REVENUES/TRANSFERS IN

ACCOUNT STRING				BUDGET (\$)	DESCRIPTION
Fund	Account	Center	Project	Adjustment	
1001	4401	84001	400029	149,943	Establish budget for HMGP DR-455-471-21P FEMA Grant
TOTAL				149,943	

NET ADJUSTMENT	(149,943)
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FUND BALANCE

ACCOUNT STRING				BUDGET (\$)	DESCRIPTION
Fund	Account	Center	Project	Adjustment	
1001				149,943	Increase General Fund Balance
TOTAL				149,943	

Justification for Budget Adjustment:

The federal Disaster Mitigation Act of 2000 (DMA 2000) requires local agencies to submit a Multi-Hazard Mitigation Plan (MHMP) to receive post-disaster mitigation funds. The City adopted its initial hazard mitigation plan in 2005, and it's most recent in 2016. DMA 2000 requires an annual "minor" update, and a "major" plan update every 5 years. To ensure there is adequate funding for both "minor" and "major" updates, General Funds are added to this project annually during the Budget Development process. Recently, staff successfully procured \$149,943 of FEMA grant funding to pay for approximately 75% of the anticipated cost of the MHMP "major" Update.

This budget adjustment is requested to add the FEMA grant revenue to 400029 - Multi Hazard Plan Update project and realign existing expenditure budgets to more closely align with anticipated expenditures. There are adequate project funds to complete the project and account for the required grant match of \$49,982.

REQUIRED APPROVALS:

REQUESTING DEPARTMENT HEAD / DESIGNEE	DATE	_____ BUDGET MANAGER / DESIGNEE	DATE
CHIEF FINANCIAL OFFICER / DESIGNEE	DATE	_____ CITY MANAGER / DESIGNEE	DATE
BUDGET DEPARTMENT USE ONLY:			
POSTED BY	DATE		