



REQUEST FOR BUDGET ADJUSTMENT

REQUESTER NAME & TITLE:	Stefanie Kemen, Principal Engineer	FISCAL YEAR:	2019-20
PREPARER NAME & TITLE:	Stefanie Kemen, Principal Engineer	COUNCIL DATE (if applicable):	6/17/2020
DEPARTMENT/DIVISION:	Public Works - Engineering	ORDINANCE:	

EXPENDITURES/EXPENSES/TRANSFERS OUT

ACCOUNT STRING				BUDGET (\$)	DESCRIPTION
Fund	Account	Center	Project	Adjustment	
3151	6587	84001	400031	(2,999,430)	Move project #400031 budget from Fund 3151 to 3201
3201	6587	84001	400031	2,999,430	Move project #400031 budget from Fund 3151 to 3201
3201	6587	84001	400031	2,726,819	Increase project expense budget for construction
3201	6587	84001	400031	50,000	Increase project expense budget for incidentals
TOTAL				2,776,819	

REVENUES/TRANSFERS IN

ACCOUNT STRING				BUDGET (\$)	DESCRIPTION
Fund	Account	Center	Project	Adjustment	
3151	4401	84001	400031	(2,753,102)	Move project #400031 budget from Fund 3151 to 3201
3201	4401	84001	400031	224,426	Federal Revenues Remaining from 1,075,000 less already received revenues of \$850,574
3201	4401	84001	400031	4,503,000	Federal Revenues Programmed
3201	4401	84001	400031	998,823	Federal Revenues Eligible to be Programmed
TOTAL				2,973,147	

NET ADJUSTMENT	(196,328)
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FUND BALANCE

ACCOUNT STRING				BUDGET (\$)	DESCRIPTION
Fund	Account	Center	Project	Adjustment	
3151				246,328	Increase Traffic Mitigation Available Resources
3201				(50,000)	Decrease Roadway Fund Available Resources
TOTAL				196,328	

Justification for Budget Adjustment:

This budget adjustment moves current expense and federal revenue budgets from fund 3151 where it was inadvertently budgeted, to 3201. Additionally, this adjustment increases the expense and revenue budgets for construction by \$5,726,249. Revenue funds include those previously programmed and awarded (\$1,075,000 less already received revenues of \$850,574), those programmed and not yet awarded (\$4,503,000, award anticipated June 2020), and those in the process of being programmed and awarded (\$998,823, award anticipated October 2020). Finally, this adjustment allocates \$50,000 of 3201 funds to the project for potential non-participating incidentals.

REQUIRED APPROVALS:

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

POSTED BY	DATE
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Revised: June 24, 2019