

BUDGET ADJUSTMENT FORM

Use this form to make adjustments to your budget. All adjustments must balance within a Department.

Adjustments should be rounded to the nearest \$1.

			+		-	
ACCOUNT NUMBER	PROJECT #	ACCOUNT DESCRIPTION	INCREASE		DECREASE	
260-0000-431-01-63		Federal Grants	\$ 19,178			
260-2000-521-62-11	103408	Capital Equip / Instruments/Special Equip.	13,178			
260-2000-521-25-15		Other Services / Dues & Subscriptions	6,000			
TOTAL.....			\$ 38,356		\$ -	

EXPLANATION OF ADJUSTMENT REQUEST- Include justification for increases AND reason why funds in decreased account are available.

To appropriate funds to purchase one K-9 and two software annual subscriptions for the Police Department for \$19,178 available from the FY 2024 Edward Byrne Justice Assistance Grant (JAG).

DOES THIS REQUEST REQUIRE COUNCIL APPROVAL?

☒ Yes
☐ No

DATE OF COUNCIL MEETING

03/06/25

WITH AGENDA ITEM?

☒ Yes
☐ No

Department Head/Division Director

Date

☐ Approved
☐ Disapproved

Finance

Date

☐ Approved
☐ Disapproved

City Manager

Date

☐ Approved
☐ Disapproved