



Budget Adjustment Form

Finance Department Use Only

Set/Batch/BE ID#: _____
 Proof Job #: _____
 Entered By: _____
 Date: _____

Request Date: 2/25/2020 Fiscal Year: FY19/20
 Requesting Department: Public Works
 Adjustment Description: Prelim Work for FY21 Projects
 Requestor: Eric Whan
 Department Head Approval: Julie B. Juncos Date: 2/25/2020
 City Manager Approval (if required): _____ Date: _____

GL/JL GL/JL Key	Rev Object	Description	Increase / (Decrease)
Total Revenue Adjustments:			-

GL/JL GL/JL Key	Exp Object	Description	Increase / (Decrease)
ST20PW08	57601	Soscol Ave Rehabilitation	100,000
ST20PW09	57601	Coombs St & S. Coombs St Rehab	75,000
ST20PW10	57601	Laurel St Rehabilitation	75,000
Total Expenditure Adjustments:			250,000
Net Adjustment :			(250,000)
			-
TOTAL DR			250,000
TOTAL CR			

Justification:	Preliminary engineering work for these three projects budgeted in FY20/21 needs to begin in FY19/20 in order to stay on schedule. Though the request is to appropriate from Measure T's undesignated fund balance (20301-25399), each of these projects' FY20/21 budget will be reduced by an equal amount making the net impact on Measure T's undesignated fund balance zero. The FY20/21 reductions will be handled through midcycle's CIP budget process.
-----------------------	---

* City Manager Approval required for transfers between departments within the same fund, any changes to salary/benefit budgets, or matching increases to revenue and expense budgets.