

EXHIBIT A



Budget Adjustment Form

<i>Finance Department Use Only</i>	
Set/Batch/BE ID#:	BE2102504
Proof Job #:	_____
Entered By:	_____
Date:	_____

Request Date: 2/2/2021 Fiscal Year: 21

Requesting Department: Utilities

Adjustment Description: Emerg Reserves to Wtr Transm

Requestor: Joy Elciredge

Department Head Approval: _____ Date: 1/28/2021

Finance Analyst Review: _____ Date: 1/28/2021

City Manager Approval (if required)*: _____ Date: _____

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

GL or JL Key	GL/JL Exp Object	Description of Adjustment	Increase / (Decrease)
53006	54501	Wtr Transm-Constm Services	250,000
Total Expenditure Adjustments:			250,000

Net Adjustment: (250,000)

#REF! <small>TOTAL DR</small>	#REF! <small>TOTAL CR</small>
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Justification:

Transfer Emerg Reserves to facilitate repair of 36inch transmission main

City Clerk Signature (if required)**: _____ Date: _____

** 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.*