



## Budget Adjustment Form

*Finance Department Use Only*

Set/Batch/BE ID#: BE2002501

Proof Job #: \_\_\_\_\_

Entered By: \_\_\_\_\_

Date: \_\_\_\_\_

Request Date: 2/18/2020

Fiscal Year: 2019/20

Requesting Department: Utilities Department

Adjustment Description: Mid-Year Budget Adjustment

Requestor: Kevin Miller, Materials Division Administrator

Department Head Approval: \_\_\_\_\_

Date: 2/05/2020

Finance Analyst Review: \_\_\_\_\_

Date: 2/5/20

City Manager Approval (if required)\*: \_\_\_\_\_

Date: \_\_\_\_\_

GL or JL Key	GL/JL Rev Object	Description of Adjustment	Increase / (Decrease)
51004	34401	Refuse Collection Service Revenue	1,048,000
51005	34402	MDF Gate Fee Revenue	843,000
51006	34403	Materials Sales Revenue	613,000
Total Revenue Adjustments:			2,504,000

GL or JL Key	GL/JL Exp Object	Description of Adjustment	Increase / (Decrease)
51003	58901	Transfer Station Disposal Tip Fees	193,000
51004	58902	Operating and Capital Contractor Cost	76,500
51004	58908	Processing Fee Throughput Over Baseline	554,500
51005	55001	Other Purchased Services (Greenwaste Transfer)	300,000
51005	58911	Payment for Material (Northern Agreement)	2,531,000
51009	54302	Facilities Repair & Capital Maintenance	60,000
51999	53201	Nonrecurring Professional Contract Services	(300,000)
Total Expenditure Adjustments:			3,415,000

Net Adjustment: (911,000)

2,204,000	3,715,000
TOTAL DR	TOTAL CR

### Justification:

A mid-fiscal year adjustment is recommended based on a combination of six-month actual data and projections for revenue and expenditures within the Solid Waste & Materials Division Enterprise Fund. Specifics of the changing circumstances and current realities will be described in detail in the staff report for 2/18/2020 City Council meeting. The adjustments are necessary to recognize significant changes in projected revenue and fulfill contractual obligations.

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.

\*\* City Clerk Signature indicates that the requested Budget Adjustment was approved by Council.