



Budget Adjustment Form

Finance Department Use Only

Set/Batch/BE ID#: BE2109502

Proof Job #: _____

Entered By: _____

Date: _____

Request Date: 9/15/2020

Fiscal Year: FY21

Requesting Department: Finance

Adjustment Description: Federal CARES Funding

Requestor: Jessie Gooch

Department Head Approval: [Signature]

Date: 8/31/2020

Finance Analyst Review: Jessie Gooch

Date: 8/28/2020

City Manager Approval (if required)*: _____

Date: _____

GL or JL Key	GL/JL Exp Object	Description of Adjustment	Increase / (Decrease)
49942	55003	CARES Permit Software	(450,000)
CVCARES	55003	CARES Permit Software	(450,000)
49942	51200	CARES COVID Order Enforcement	100,000
CVCARES	53201	CARES COVID Order Enforcement	100,000
49942	55001	CARES Grant Programs	250,000
CVCARES	55001	CARES Grant Programs	250,000
49942	56101	CARES PPE Funding	100,000
CVCARES	56101	CARES PPE Funding	100,000
Total Expenditure Adjustments:			-
Net Adjustment:			-
			(900,000)
TOTAL DR			TOTAL CR

Justification:

Reallocation of Federal CARES expenditure budgets. Removes permit software project originally budgeted on BE2107507. Increases tenant support by \$250k, PPE purchases by \$100k, and adds \$100,000 for part-time support for COVID order enforcement.

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.