



Budget Adjustment Request

Date

08/18/2025

Requesting Department *

Public Works

Type of Adjustment

- ☐ Administrative
☒ Council

Item #**Council Date**

August 28, 2025

Council Approval

Revenues

Account Number	Account Description	Increase/Decrease
1200-00-00-000-3320.200	State Grants - Operating	\$450,000.00

Total Revenues

\$450,000.00

Expenditures

Account Number	Account Description	Increase/Decrease
1200-00-00-000-4305.900	CS-Contracts General	\$450,000.00

Total Expenditures

\$450,000.00

Net Impact

\$0.00

Purpose

To establish grant revenue & expenditure budget for the California Department of Transportation Capitola Active Transportation Plan.

Department Head Approval

Jessica Kahn

Finance Director Approval

Jim Malberg

City Manager Approval

Jamie Goldstein

Action History (all history times shown in Pacific Standard Time)

Submit	by Jim Malberg 8/18/2025 8:43:49 am (Budget Amendment Request Submitted)
Approve	by Jessica Kahn 8/18/2025 9:37:51 am (Routed to PW) <ul style="list-style-type: none">The task was assigned to Jessica Kahn 8/18/2025 8:43:49 am
Approve (send to CM for approval)	by Jim Malberg 8/18/2025 10:01:13 am (Routed to Finance Director) <ul style="list-style-type: none">The task was assigned to Jim Malberg 8/18/2025 9:37:51 am
Approve (return to Finance for processing)	by Jamie Goldstein 8/19/2025 1:47:28 pm (Routed to CM for final approval) <ul style="list-style-type: none">The task was assigned to Jamie Goldstein 8/18/2025 10:01:13 am