



BUDGET ADJUSTMENT REQUEST

Department:	Police Department	<u>For Finance Use Only</u> BA # _____ Fiscal Year _____
Department Contact:	Lisa Rodelo	
City Council Meeting Date: <i>(attach staff report)</i>	October 11, 2023	

EXPLANATION OF REQUEST

A budget adjustment is needed to receive grant funds and establish a spending account for salary, overtime and supply expenses related to the FY 2023-24 Office of Traffic Safety (OTS) Selective Traffic Enforcement Program (STEP).

BUDGET ADJUSTMENT INFORMATION

Project/Account Description	Account Number	Amount of Increase	Amount of Decrease
Revenue	4128-451-new project number	\$495,000	
Police Grants	451-new project number	\$495,000	

APPROVALS

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10/4/2023	10/4/2023
DEPARTMENT HEAD	DATE
FINANCE	DATE