CITY OF CHARLOTTE DEPARTMENT OF FINANCE INTEROFFICE MEMORANDUM

TO: MAYOR BURCH, CITY COUNCIL AND CITY MANAGER GUETSCHOW

FROM: CHRISTINE K. MOSSNER, FINANCE DIRECTOR

SUBJECT: FY 14/15 BUDGET ADJUSTMENT #1 & 2

DATE: JUNE 18, 2015

Attached, please find the details of budget adjustment #1 for the following funds: General Fund; Police Training Fund; DDA Fund; Airport Fund and Motor Vehicle Fund. These budget adjustments are a house cleaning issue at year end to ensure that the City's appropriations are in compliance with the Michigan Uniform Budgeting and Accounting Act. Therefore, I am requesting that the City Council approve FY 14/15 budget adjustment #1 & 2.

CITY OF CHARLOTTE BUDGET ADJUSTMENT REQUEST FY 2014/2015 BUDGET

	Budget Adj.
Requesting Dept.: Finance & Treasury Dept.	 <u>Number</u>
Date: June 18, 2015	 1
Fund(s)/Dept: Various Funds	

(Please complete a separate form for each fund)

ACCOUNT # TO	ACCOUNT # FROM	ACCOUNT NAME	AMOUNT TO	AMOUNT FROM
101-000.000-399.000		Planned Use of Cash	930,000	
	101-000.000-596.000	Sundry		930,000
230-000.000-399.000		Planned Use of Cash	5,400	
	230-000.000-581.000	Forfeitures		5,400
			+	
			\$935,400	\$935,40

Explanation & justification

To adjust line item revenues projected to exceed budget at FYE.	

Filename: Budget Adjustments 14-15.xls

CITY OF CHARLOTTE BUDGET ADJUSTMENT REQUEST FY 2014/2015 BUDGET

Requesting Dept.: Finance & Treasury Dept.	
Date: June 18, 2015	
Fund(s)/Dept: Various Funds	

Budget Adj.
Number

2

(Please complete a separate form for each fund)

ACCOUNT # TO	ACCOUNT # FROM	ACCOUNT NAME	AMOUNT TO	AMOUNT FROM
101-300.000-862.000		Cap. Outlay - Improvements	8,000	
101-664.000-862.000		Cap. Outlay - Improvements	100,000	
101-825.000-864.002		Capital Outlay - Bennett Park	25,000	
	101-000.000-399.000	Planned Use of Cash		133,000
240-302.000-748.000		Conferences & Training	1,000	
240-302.000-748.302		302 Training	2,000	
	240-000.000-399.000	Planned Use of Cash		3,000
260-800.000-706.000		City Labor - DPW	1,800	
260-800.000-731.000		Materials & Supplies	1,700	
	260-000.000-399.000	Planned Use of Cash		3,500
280-830.000-743.000		Taxes	6,500	
280-830.000-745.000		Utilities	4,000	
280-830.000-746.000		Professional Services	2,000	
280-830.000-862.000		Cap. Outlay - Improvements	2,500	
	280-000.000-399.000	Planned Use of Cash		15,000
601-710.000-862.000		Cap. Outlay - Improvements	237,000	
	601-000.000-399.000	Planned Use of Cash		237,000
			\$391,500	\$391,500

Explanation & justification

To cover line item expenditures projected to exceed budget at FYE.

These expenditures will be covered by a draw on fund balance of each respective fund.