

**BUDGET ADJUSTMENT REQUEST**  
**Increase/Decrease Between Expenses**  
**Increase/Decrease Between Revenues**


Fiscal Year: **2020-2021**

Date: 09/29/20  
Division: Napa Sanitation District  
Prepared By: Cyndi Bolden  
Phone: 707.258.6001

Board # (If Appl): N/A  
Budget Journal ID: NSD005  
Journal Entry ID: \_\_\_\_\_  
Date Posted: \_\_\_\_\_

Fund	Sub-Division	Account	Program	Descriptions	Increase	Decrease
7800	7810000	55400	18702	Coll Sys Asset Mgmt Software	50,000.00	
7800	7810000	55400	18718	Sec Clarifier Mech/Strct Rehab		50,000.00
Adjustment Totals					50,000.00	50,000.00

Justification: To increase budget of the Collection System Asset Management Software project for unanticipated ITS costs.

Department Authorization	Auditor-Controller	CEO's Recommendation	Board of Supervisor's Action
Budget Adjustment and Related Journal Entry, if applicable, reviewed and approved.  <u>10/1/2020</u> Date  Department Head	Budget Adjustment and Related Journal Entry, if applicable, approved as to Accounting Form.  _____ Date Auditor-Controller	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove      Date _____ Budget Adjustment is in Accordance with Board Resolution 03-112 ( >\$10,000 )  County Executive Officer	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove      Date _____ Agenda Item  Clerk of the Board of Supervisors

**DIRECTION TO NAPASAN FINANCE --**

**Description:**

This budget transfer is to increase budget of the Collection System Asset Management Software project for unanticipated ITS costs.

Please initiate the following budget transfers:

**Current Budget:**

Capital Project # 18702 - Coll Sys Asset Mgmt Software	216,600
Capital Project # 18718 - Sec Clarifier Mech/Strct Rehab	83,200
Total	299,800

**Decrease:**

Capital Project # 18718 - Sec Clarifier Mech/Strct Rehab	(50,000)
Total	(50,000)

**Increase:**

Capital Project # 18702 - Coll Sys Asset Mgmt Software	50,000
Total	50,000

**New Budget:**

Capital Project # 18702 - Coll Sys Asset Mgmt Software	266,600
Capital Project # 18718 - Sec Clarifier Mech/Strct Rehab	33,200
Total	299,800

Finance Department

Date

10/1/2020

# BUDGET ADJUSTMENT REQUEST

Increase/Decrease Between Expenses

Increase/Decrease Between Revenues

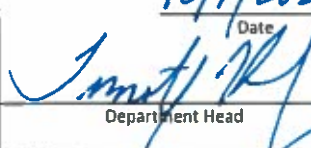
Fiscal Year: 2020-2021

Date: 09/29/20  
 Division: Napa Sanitation District  
 Prepared By: Cyndi Bolden  
 Phone: 707.258.6001

Board # (If Appl): N/A  
 Budget Journal ID: NSD006  
 Journal Entry ID:  
 Date Posted:

Fund	Sub-Division	Account	Program	Descriptions	Increase	Decrease
7800	7806000	52490		Reclamation - Other Prof Svcs	60,000.00	
7800	7800001	52310		General Mgr - Consulting Svcs		60,000.00
Adjustment Totals					60,000.00	60,000.00

Justification: To increase budget in Reclamation for unanticipated services from MMO Consulting (recycled water report to SWCRB)

Department Authorization	Auditor-Controller	CEO's Recommendation	Board of Supervisor's Action
Budget Adjustment and Related Journal Entry, if applicable, reviewed and approved.  10/1/2020 Date  Department Head	Budget Adjustment and Related Journal Entry, if applicable, approved as to Accounting Form.  Date  Auditor-Controller	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove Date  Budget Adjustment is in Accordance with Board Resolution 03-112 ( >\$10,000 )  County Executive Officer	<input type="checkbox"/> Approve <input type="checkbox"/> Disapprove Date  Agenda Item  Clerk of the Board of Supervisors

DIRECTION TO NAPASAN FINANCE --

Description:

This budget transfer is to increase budget in Reclamation for unanticipated services from MMO Consulting (recycled water report to SWCRB).

Please initiate the following budget transfers:

Fund  
7800

Reduce:

7800001/53120

60,000 General Manager - Consulting Services

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Total 60,000

Then,

Increase:

7806000/52490

60,000 Reclamation - Other Professional Services

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Total 60,000

  
Finance Department

  
Date