

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

Fiscal Year: **2020-2021**

Date: 11/10/20  
 Division: Napa Sanitation District  
 Prepared By: Cyndi Bolden  
 Phone: 707.258.6001

Board # (If Appl): N/A  
 Budget Journal ID: NSD007  
 Journal Entry ID: \_\_\_\_\_  
 Date Posted: \_\_\_\_\_

Fund	Sub-Division	Account	Program	Descriptions	Increase	Decrease
7800	7810000	55400	20716	Plant Door Replacement Ph1	8,000.00	
7800	7810000	55400	21709	Plant Door Replacement Ph2		8,000.00
Adjustment Totals					8,000.00	8,000.00

Justification: To increase budget for phase 1 of replacing the plant door. The estimate came in higher than estimated.

Department Authorization	Auditor-Controller	CEO's Recommendation	Board of Supervisor's Action
Budget Adjustment and Related Journal Entry, if applicable, reviewed and approved.  <u>11/10/2020</u> Date  Department Head	Budget Adjustment and Related Journal Entry, if applicable, approved as to Accounting Form.  _____ Date Auditor-Controller	[ ] Approve [ ] Disapprove _____ Date Budget Adjustment is in Accordance with Board Resolution 03-112 ( >\$10,000 ) _____ Date County Executive Officer	[ ] Approve [ ] Disapprove _____ Date _____ Date Agenda Item _____ Date Clerk of the Board of Supervisors

**DIRECTION TO NAPASAN FINANCE --**

**Description:**

This budget transfer is to increase budget for phase 1 of replacing the plant door. The estimate came in higher than estimated.

Please initiate the following budget transfers:

**Current Budget:**

Capital Project # 20716 - Plant Door Replacement Ph1	22,200
Capital Project # 21709 - Plant Door Replacement Ph2	23,000
<b>Total</b>	<b>45,200</b>

**Decrease:**

Capital Project # 21709 - Plant Door Replacement Ph2	(8,000)
<b>Total</b>	<b>(8,000)</b>

**Increase:**

Capital Project # 20716 - Plant Door Replacement Ph1	8,000
<b>Total</b>	<b>8,000</b>

**New Budget:**

Capital Project # 20716 - Plant Door Replacement Ph1	30,200
Capital Project # 21709 - Plant Door Replacement Ph2	15,000
<b>Total</b>	<b>45,200</b>

  
\_\_\_\_\_  
Finance Department

  
\_\_\_\_\_  
Date



A Tradition of Stewardship  
A Commitment to Service

## Statement of Revenues and Expenses Budget vs. Actual - by Program

7800 - Napa Sanitation  
Periods 1 through 5 of Fiscal Year: 2021

Division: 78100 - NSD-Capital Improvement Projs  
Subdivision: 7810000 - NSD-Capital Improvement Projs  
Program: 21709 - Plant Door Replacement - Ph 2

		Budget			Encumbrances	Actual YTD	YTD Total	Budget vs Actual	Percent of Budget
		Adopted Budget	Adjustments	Adjusted Budget					
<b>Revenues</b>									
	<b>Total Revenues</b>	-	-	-	-	-	-	-	0.00%
<b>Expenses</b>									
	<b>Total for: Salaries and Benefits</b>	-	-	-	-	-	-	-	0.00%
	<b>Total for: Services and Supplies</b>	-	-	-	-	-	-	-	0.00%
55400	Equipment	23,000.00	-	23,000.00	-	-	-	23,000.00	0.00%
	<b>Total for: Other Expenses</b>	23,000.00	-	23,000.00	-	-	-	23,000.00	0.00%
	<b>Total Expenditures</b>	23,000.00	-	23,000.00	-	-	-	23,000.00	0.00%
	<b>Net Surplus (Deficit)</b>	(23,000.00)	-	(23,000.00)	-	-	-		
<b>33100 - Available Fund Balance</b>						-			
	<b>Net Surplus (Deficit)</b>					-			
	<b>33100 - Ending Fund Balance</b>					-			