



Request for Budget Amendment

Budget Amendment # \_\_\_\_\_

Department: CRA Dept. Head: Kristie Vazquez

Date of Request: 4/12/2021 Date of Board Mtg, if req'd: \_\_\_\_\_

Table with 7 columns: Account Number, Project, Account Name, Current Budget, Increase, Decrease, Amended Budget. Includes rows for Buildings, Ad Valorem Taxes, and District Beautification.

Explain why these funds were not originally budgeted and the justification for your request now: Fund transfer to cover property taxes for 209 & 301 Circle Park, and for additional funds for replacement of the annuals in Circle Park.

Request submitted by: \_\_\_\_\_ Dept Approval: \_\_\_\_\_

Request approved by: [Signature] CRA Director Date: 3-25-21

Request authorized by: [Signature] CRA Chairman Date: 3/25/2021

Type numbers ONLY in the account number field, no dashes. Please note that the following situations also require Board approval: \*Request in excess of \$10,000 \*Request to increase the total budget (also requires Resolution) \*Request to use contingency funds