

Exceptional Item Request Form - FY 2020-2021

Request # AF-5

Date: 7/9/2020

Requestor: Council Member Gavin Massingill

Allocating Additional Funds To:	
Fund Name & No.	
Department Name & No.	
Line Item No. & Description or NEW Line Item Description	Increase Reserve Amount

Item Description:

Increase the City Reserves 1 one month of operating expenses for a total of 4 months operating expenses.

Description of Benefit from Purchase (Improved Service, Lower Cost, etc.)

Currently the city has a reserve requirement of 3 months of operating expenses. The auditors have recommended that this be increased to 4 months of operating expenses.

Number of Items or Units: 1

Cost Per Item or Unit: \$ 208,526.00

Additional Cost Per Item (Including ongoing maintenance): _____

Total Cost: \$ 208,526.00

When Balance Offset Is Needed

Offset Savings From Fund/Dept./Line Item No.: _____

saved amount: _____

Offset Savings From Fund/Dept./Line Item No.: _____

saved amount: _____

Offset Savings From Fund/Dept./Line Item No.: _____

saved amount: _____

Offset Savings From Fund/Dept./Line Item No.: _____

saved amount: _____

Offset Savings From Fund/Dept./Line Item No.: _____

saved amount: _____

Total Amount Saved: \$ -

Please attach any quotes or backup to support this Exceptional Item Request.