

To	Marchell Adams-David, City Manager
Thru	Sadia Sattar, Budget and Management Services Director
From	Lauren Williams, Senior Budget and Engagement Analyst
Department	Budget and Management Services
Date	September 11, 2025
Subject	Professional Building Lease – Budget Transfer and Amendment

The following accounts will be modified subject to the approval of the budget amendments and transfers outlined on the September 16th, 2025 Council Agenda.

Professional Building Lease – Budget Transfer and Amendment

Transfer Expense

Transfer from:

Fund 460 – To Fund 100 \$237, 635

Transfer to:

Fund 460 – Contractual Services \$237, 635

Amendment

Decrease Revenue:

Fund 100 – Fr 460 Stormwater Svcs Fund \$237,635

Decrease Expense:

Fund 100 – Rental-Real Property \$237,635

Purpose: To authorize a transfer in the amount of \$237,635 and to authorize a decrease in Fund 100 revenue and expense authority in the amount of \$237,635 to account for Stormwater lease payments being processed out of Fund 460.