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BUDGET ADJUSTMENT REQUEST FORM

Fiscal Year: 25/26 **Prepared By:** Cassandra Orozco / Dillon Albert **Date:** 1/6/2026

DH Approval: Javier Hernandez (Round up to the nearest dollar)

Fund	Cost Center	Account Number	Account Title	Project Code	Increase	Decrease
709	4000	730000	PROFESSIONAL SERVICES		1,750.00	
709	8050	710040	REPAIRS/MAINTENANCE			1,750.00
				Total:	1,750.00	1,750.00

Summary and Justification:

Budget Transfer to cover the consulting services for levying special taxes for the landscape and lighting district. Amount was not originally budgeted for.

***Route to Finance, for review, prior to approvals.**

Approvals

Finance Review:	Signed by: Gizelle Gonzalez	**Date:** 1/8/2026 | 3:47:40 PM PST	**FOR FINANCE USE ONLY:**
City Manager Approval:	Signed by: B9E326E7D092467... Jim Pia	**Date:** 1/9/2026 | 6:57:20 AM PST	**BA Entered By:**
City Council Approval:	700B7B95C5C4409... **Res. No.:**	**Date Approved:**	**Date:**
			Journal No.

For guidance, reference COH_FIN 001 - Budget Adjustment Policy and Procedure