

BUDGET CHANGE FORM

Type of Change	From		To	
	Account	Amount	Account	Amount
Check one: <input checked="" type="checkbox"/> Budget Appropriation <input type="checkbox"/> Budget Transfer	100-3750	\$ 1,009	100-174-4221	\$ 1,009

Explain the reason for the budget change:

Background: The Milpitas Recreation Services Division received a donation in the amount of \$1,008.98 from the JDSU for the Milpitas Volunteer Partners "Community Garden Beautification Day" held on November 16, 2013. Through this program, employees of JDSU spent 4 hours cleaning garden plots, replacing old plot borders and picking up trash in the neighboring Augustine Park. This work day provided an opportunity for a Milpitas business to make a difference in the community they work in.

Fiscal Impact: None. Increase in MVP supply budget will be offset by the donation.

Recommendations: Accept the JDSU donation in the amount of \$1,008.98 to be incorporated into the Milpitas Recreation Division budget for Milpitas Volunteer Partners Program.

Check if City Council Approval required. Meeting Date: February 18, 2014

Requested by:	Department Head: Carmen Valdez, HR & Recreation Director	Date: February 5, 2014
Reviewed by:	Finance Director: <i>for Emma Kerlen</i>	Date: 2/5/14
Approved by:	City Manager:	Date:
Date approved by City Council, if required:		Confirmed by: