

CIP BUDGET AMENDMENT REQUEST

(Used for all amendments/transfers per CIP Policy approved 2 September 2014)

Date	10/7/2025
CIP Project(s)	5400252
Division	Roads and Drainage
BRJ ID:	Mschmitz 10-7-25

For Transfers under CIP Policy 6.a and 6.b shown below

For CIP Policy 6.b only

	Amount FROM	Fund	Cost Center	Account	Project	Total Project Budget	% Decrease

TOTAL \$ -

	Amount TO	Fund	Cost Center	Account	Project	Total Project Budget	% Increase

TOTAL \$ -

JUSTIFICATION (Attached Current Fiscal Year CIP Detail Sheets)

APPROVALS

Division Director Approval:

Policy 6.a: Budget/Procurement

Policy 6.b: County Management/Designee

Christa Johnson

8/8/25

(Date)

JARVIS, DIP

(Date)

6. Amending the Adopted CIP - Circumstances may arise during the fiscal year which makes it necessary to amend the Adopted CIP. Since many of the County's CIP projects span multiple years and funding sources, the Board considers certain variances of estimates to be reasonable and not require BoCC approval. The CIP may be amended as follows:

- a. The Budget and Procurement Director or designee may administratively approve changes to the funding source of a project, as long as the total project budget does not change.
- b. The County Manager or designee may approve project budget increases or decreases, which are less than 5% of the total project budget or \$250,000 (whichever is less). Multiple amendments to the same project can be approved by the County Manager if the total is under 5% or \$250,000.

For Transfers Requiring Board Approval

Board Date:

	Amount FROM	Fund	Cost Center	Account	Project
TOTAL	\$ -				
	Amount TO	Fund	Cost Center	Account	Project
	\$ 2,000,000	11221	540559014	3344901	5400252
	\$ 2,000,000	11221	540559014	5666000	5400252
TOTAL	\$ 4,000,000				

Justification: See attached Agenda Backup



NW Lakeland
Polk County



REQUEST FOR LEGAL SERVICES

TO: COUNTY ATTORNEY'S OFFICE (AT01)

ATTENTION: Noah Milov
(CHECK ONE) Heather Bryan ☒

FROM: William G. Lorenzo, P.E., 863-535-2286
(Name and Phone Number)

DATE: 07/30/25

RETURN TO: William G. Lorenzo, P.E., (TRO2)

DIVISION: Roads & Drainage

BOARD AGENDA DATE: 8/19/25

COUNTY MANAGER ITEM: ☐

PROJECT: Kathleen Rd PD&E Study

CSA/CONTRACT NUMBER: N/A

MODIFICATION NUMBER: N/A

CHANGE ORDER NUMBER: N/A

TYPE OF AGREEMENT: Local Agency Program (LAP) Agreement

NAME OF CONSULTANT/CONTRACTOR: TBD

Please indicate any time limits and attach all necessary documentation.

REQUEST IN DETAIL: CAO review/approval

Please review attachments for the Board Agenda date indicated and return APPROVED documents at your earliest convenience. THANK YOU.

Approved w/ updated Scope of Services emailed to me on 8/4/25 Heather Bryan, Attorney

For CAO Use Only:

Assigned Staff:

Heather

Log-In Date:

07/31/2025

CAO Project Number:

2025-493

Log-Out Date:

8-5-25