

**MEMORANDUM  
FINANCE DEPARTMENT**

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**TO:** Randall Tweet, Interim City Manager  
**SUBJECT:** Adjustment to the CY 2016 Budget

**Number:** 034-16  
**Date:** 11-29-16

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An adjustment to the CY 2016 budget in the amount of \$4,200.00 is requested by the Police Department reference the Federal Drug Prevention Fund. The requested increase in funds is to cover the rental of covert vehicles for the Police Department. Sufficient fund balance currently exists to cover this budget adjustment.

243-413216-53903-0000000	<u>4,200.00</u>	Automotive Rental
Total	4,200.00	

**Recommendation:** Council approve the budget adjustment increasing the Federal Drug Prevention Fund (243) budget for CY 2016 by \$4,200.00.

**Submitted by:** Stephanie Masson, Finance Director  
Donald Reichert, Budget Coordinator

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**Approved:** Randall Tweet, Interim City Manager