

**MEMORANDUM  
FINANCE DEPARTMENT**

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**TO:** John Thorson, Acting Interim City Manager  
**SUBJECT:** Adjustment to the CY 2017 Budget

**Number:** 007-17  
**Date:** 03-08-17

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Based on a review of grant usage in CY 2016, an adjustment to the CY 2017 budget in the amount of \$255,184.62 is requested by Community and Economic Development Department reference the carrying over of unused HUD-CDBG grant funds for Program Year 2016 from CY 2016 to CY 2017. The requested budget adjustment in the Community Development Block Grant Fund (242) is for the following amounts:

<b>Project No.</b>	<b>Program Description</b>	<b>Amount</b>
5334	Summer Day Camp	100,000.00
6196	General Administration	7,865.00
6197	Planning & Redevelopment	31,629.26
6200	Rental Housing Inspection / Demolition	25,000.00
6214	Emergency Deferred Payment Loan	25,690.36
6215	Non Emergency Forgivable Loan	25,000.00
6216	Roof Deferred Payment Loan	<u>40,000.00</u>
		255,184.62

It should be noted that the funds in question are from the annual allocation that began April 1, 2016 and will terminate March 31, 2017. The total PY 2016 allocation was 964,767.00 with this carryover amount equaling 255,184.62.

**Recommendation:** Council approve the budget adjustment increasing the Community Development Block Grant Fund (242) budget for CY 2017 by \$255,184.62.

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

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**Approved:** John Thorson, Acting Interim City Manager