

**MEMORANDUM
FINANCE DEPARTMENT**

TO: Mr. Thomas Thomas, City Manager
SUBJECT: Adjustment to the FY2013 Budget

Number: 009 - 13
Date: 07-17-13

An adjustment to the FY2013 budget in the amount of \$3,068.00 is requested by the Community and Economic Development (CED) Department reference carrying over funds from FY2012 to be used as the City's match for the Certified Local Government (CLG) Grant awarded to the City by the Illinois Historic Preservation Agency (IHPA) for the development of a historic preservation website. These funds were originally budgeted in FY2012 but were not expended and are to be used in FY2013 for costs related to the consultant services being utilized in this website development.

The requested budget adjustment is for the following account number:

207-312801-53112-6125000	\$ 3,068.00	Consultant Services
--------------------------	-------------	---------------------

Recommendation: Council approve the adjustment increasing the Community and Economic Development Fund (207) budget for FY2013 by \$3,068.00.

Submitted by: Cynthia Parchert, Finance Director
Donald Reichert, Budget Coordinator

Approved: Thomas Thomas, City Manager