

**MEMORANDUM
FINANCE DEPARTMENT**

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

Number: 029 - 13
Date: 10-08-12

An adjustment to the FY2013 budget in the amount of \$7,000.00 is requested by the Public Works Department reference performing an emergency dredge at Sunset Marina.

The requested budget adjustment is for the following account number:

541-617591-53801-0000000	\$7,000.00	Buildings & Grounds S/C
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Recommendation: Council approve the adjustment increasing the Sunset Marina Fund (274) budget for FY2013 by \$7,000.00.

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

Approved: Thomas Thomas, City Manager