

**MEMORANDUM
FINANCE DEPARTMENT**

TO: Mr. Thomas Thomas, City Manager
SUBJECT: Adjustment to the CY 2014 Budget

Number: 018-14
Date: 05-28-14

An adjustment to the CY 2014 budget in the amount of \$20,000.00 is requested by the Community and Economic Development Department reference the Capital Improvement Fund (301). This adjustment consists of carrying over funds from FY2014 that are designated for payment as part of the development agreement with Friendship Manor, Inc. that was approved by the City Council on July 22, 2013.

The requested budget adjustment is for the following account number:

301-312801-54101-6195000	\$20,000.00	Contributions/Sponsorship
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Recommendation: Council approve the budget adjustment increasing the Capital Improvement Fund (301) budget for CY 2014 by \$20,000.00.

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

Approved: Thomas Thomas, City Manager