

**MEMORANDUM
FINANCE DEPARTMENT**

TO: Mr. Thomas Thomas, City Manager
SUBJECT: Adjustment to the CY 2016 Budget

Number: 008-16
Date: 03-09-16

An adjustment to the CY 2016 budget in the amount of \$7,448.78 is requested by the Martin Luther King Jr. Center reference the 2015 grant received from The Amy Helpenstell Foundation Fund (grant # 094). This adjustment consists of carrying over unused grant funds from CY 2015 for use in the current fiscal year (CY 2016).

The requested budget adjustment is for the following account numbers:

901-356921-51405-6183094	\$ 6,000.00	Clothing
901-356921-54401-6183094	<u>\$ 1,448.78</u>	Representation
TOTAL	\$ 7,448.78	

Recommendation: Council approve the budget adjustment increasing the Martin Luther King Jr. Activity Fund (901) budget for CY 2016 by \$7,448.78.

Submitted by: Linda Barnes, Interim Finance Director
Donald Reichert, Budget Coordinator

Approved: Thomas Thomas, City Manager