

**MEMORANDUM
FINANCE DEPARTMENT**

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

Number: 011-16
Date: 04-20-16

An adjustment to the CY 2016 budget in the amount of \$5,000.00 is requested by the Community and Economic Development Department reference reimbursing Two Rivers YMCA for their contribution received in 2013 toward the project to upgrade the pedestrian crossing at 11th Street and 10th Avenue. As this project has been cancelled, these funds are to be returned to Two Rivers YMCA.

The requested budget adjustment is for the following account number and amount:

207-312801-54101-2757000	<u>5,000.00</u>	Contributions/Sponsorship
Total	5,000.00	

Recommendation: Council approve the budget adjustment increasing the Community / Economic Development Fund (207) budget for CY 2016 by \$5,000.00.

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

Approved: Thomas Thomas, City Manager