

**MEMORANDUM
FINANCE DEPARTMENT**

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

Number: 027-16
Date: 07-21-16

An adjustment to the CY 2016 budget in the amount of \$22,182.79 is requested by the Public Works Department reference the Wastewater Operation & Maintenance Fund. This adjustment consists of increasing budgeted expenditures to cover the hiring of a Wastewater Treatment Plant Operator that was not originally included in the CY 2016 budget.

The requested budget adjustment is for the following account numbers:

506-618341-51101-0000000	\$ 16,965.14	Full Time Salaries
506-618341-51803-0000000	\$ 2,018.03	Employer Insurance
506-618341-51805-0000000	\$ 1,901.79	Employer IMRF Pension
506-618341-51807-0000000	\$ <u>1,297.83</u>	Employer FICA/Medicare
TOTAL	\$ 22,182.79	

Recommendation: Council approve the budget adjustment increasing the Wastewater Operation & Maintenance Fund (506) budget for CY 2016 by \$22,182.79.

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

Approved: Thomas Thomas, City Manager