

**MEMORANDUM
FINANCE DEPARTMENT**

TO: Todd Thompson, City Manager
SUBJECT: Adjustment to the CY 2022 Budget

Number: 043-22
Date: 08-09-2022

An adjustment to the CY 2022 budget for the Community & Economic Development Department in the amount of \$200 related to the Arts Committee is requested per the attached memorandum from the department.

The fund contains sufficient fund balance for this expenditure.

Fund	207	Community/Economic Dev
Department	313	Planning & Redevelop
Cost Center	811	Planning & Land Use
Object Code	54101	Contributions & Sponsorships
Project Code	6304000	

Recommendation: Council approve the budget adjustment, increasing the Community/Economic Development Fund (Fund 207) expenditures for CY 2022 by \$200.

Submitted by: Linda Barnes, Finance Director

Approved: Todd Thompson, City Manager

Memorandum

Community and Economic Development Department

To: Linda Barnes, Finance Director

Subject: Fund 207 Budget Adjustment

Date: August 8, 2022



The Community and Economic Development Department is seeking an adjustment in the Arts Commission budget in the amount of \$200. The funds for this project are collected from the art meters that are placed in business throughout the city. The Commission seeks to purchase t-shirts that will promote the Artist Market that takes place during the summer months. The t-shirts will be sold at a profit and the profit will go back into the fund. Over the long term, the Arts Commission seeks to find new and different ways to generate program revenue in support of the public arts program.

Fund	207	Community/Economic Dev
Department	313	Planning & Redevelop
Cost Center	811	Planning & Land Use
Object Code	54101	Contributions & Sponsorships
Project Code	6304000	

Recommendation:

The Community and Economic Development Department recommends that the Finance Director approve the above described budget adjustment and submit it to the City Council for final approval.

Submitted by: Melissa Holderfield, CED Administrative Secretary
Kathryn Douglass, GIS Specialist
Miles Brainard, Community & Economic Development Director