

**MEMORANDUM  
FINANCE DEPARTMENT**

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**TO:** Todd Thompson, City Manager  
**SUBJECT:** Adjustment to the CY 2022 & CY2023 Budget

**Number:** 078-22  
**Date:** 02/21/2023

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The Community & Economic Development (CED) Department is requesting a budget adjustment in the amount of \$11,000. Per the attached memo, the City was awarded an \$11,000 grant from the Illinois Department of Natural Resources. The purpose of the grant is to provide a comprehensive update to Broadway Historic District National Register Nomination. This is a reimbursable grant. Due to timing, the grant will cover two phases as follows:

Phase 1 (Grant #21-001CLG) will cover work performed by McGuire Iglesias & Associates Inc in CY 2022.

Account Number	Type	Amount
207-000000-43102-0000062	Revenue	\$0.00
207-313811-53112-0000062	Expense	\$6,300

Phase 2 (Grant #23-001CLG) will cover any remaining work to be performed.

Account Number	Type	Amount
207-000000-43102-0000062	Revenue	\$11,000
207-313811-53112-0000062	Expense	\$4,700

**Recommendation:** Council approve the budget adjustment, increasing the CED Department Fund (207) expense budgets for CY 2022 by \$6,300 and CY 2023 by \$4,700 and CY23 revenue budget by \$11,000.

**Submitted by:** Linda Barnes, Finance Director

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**Approved:** Todd Thompson, City Manager

**Memorandum**

**Community and Economic Development Department**

**To:** Linda Barnes, Finance Director

**Subject:** Budget Adjustment for Certified Local Government Grant

**Date:** January 31, 2023



In 2021, the City was awarded an \$11,000 grant from the Illinois Department of Natural Resources as part of the Certified Local Government Grant Program. The purpose of the grant is to provide a comprehensive update to Broadway Historic District National Register Nomination.

The City has been invoiced by the project consultant, McGuire Iglleski & Associates, Inc., for work conducted for Phase 1 of the nomination update. A budget adjustment is needed to expend these funds to pay the invoice. The Community & Economic Development Department requests a budget adjustment increasing revenues and expenses for Fund 207 in the CY 2022 budget by the amount of \$6,300.

Phase 1 (Grant #21-001CLG) will cover work performed by McGuire Iglleski & Associates Inc in CY 2022.

Account Number	Type	Amount
207-000000-43102-0000062	Revenue	\$0.00
207-313811-53112-0000062	Expense	\$6,300

Phase 2 (Grant #23-001CLG) will cover any remaining work to be performed.

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**Submitted by:** Melissa Holderfield, Administrative Secretary  
Tanner Osing, Planning & Zoning Manager  
Miles Brainard, Community & Economic Development Director