

-Memorandum-

*City of Seguin*

**Finance Department**

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**Date:** November 19, 2015

**To:** Mayor and City Councilmembers  
Douglas Faseler, City Manager

**From:** Susan Caddell *Susan Caddell*  
Director of Finance

**Subject:** Occupancy Tax Fund Civic Organization Budgets

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During the fiscal year 2016 budget process, City Council approved funding to various civic organizations through the Occupancy Tax Fund. According to the Texas Tax Code in order to provide the funding to these organizations they must also submit a revised budget according to their approved funding. Attached are the budgets which were returned from each organization and resolutions for your approval.

Please let me know if you have any further questions.