

MEMORANDUM

To: Mayor and City Councilmembers
Steve Parker, City Manager

From: Susan Caddell, Director of Finance

Subject: Hispanic Chamber of Commerce Reimbursement

Date: September 25, 2024

On August 6, City Council approved the disbursements for the final quarter of the fiscal year to the civic organizations that fulfilled their agreements for the fiscal year. Up to that date, the Hispanic Chamber of Commerce had not held an event. On September 15, they held Fiestas Patrias. They spent \$1,705 for this event. According to their contract, they cannot be reimbursed more than what they expended. They have submitted the required forms and submitted their quarterly report for this event. In order for their organization to not lose their funding for FY24, staff is requesting funding them \$1,705.

Please let me know if you have any further questions.