

MEMORANDUM

To: Mayor and City Councilmembers
Steve Parker, City Manager

From: Susan Caddell, Director of Finance

Subject: Budget Amendment

Date: April 29, 2020

Attached you will find a budget amendment for the Utility Fund. This amendment is to provide funding for a Small Business Grant Program for those local businesses that have been affected by the COVID-19 pandemic. The details of the program will be presented during another agenda item on the May 5, 2020 City Council meeting.

I will be available for questions prior to and during the meeting. Please let me know if you have any questions.