

MEMORANDUM

To: Mayor and City Councilmembers
Steve Parker, City Manager

From: Susan Caddell, Director of Finance

Subject: Utility Fund Budget Amendments

Date: October 27, 2021

Included in this agenda item are several budget amendments for the Emergency Fund using remaining CARES funds received in FY20 and FY21. The first item is to add additional funds to the Business Improvement Grant Program. Another memo within this item will address the details on this program. In another agenda item on the November 2, 2021 City Council meeting, Kristy Lehnert, Human Resources Director, will present a recommendation for a vacation buyback program for Police and Fire. This budget amendment takes care of the funding for this program. Finally, as a result of Storm Uri, staff is requesting to purchase two tailgate material spreaders.

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