

**MEMORANDUM**

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

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

**Subject:** Budget Amendment

**Date:** November 29, 2018

Attached you will find a budget amendment for the General Fund to appropriate funds for the purchase of land on Walnut Springs Trail Park which will be addressed in another agenda item during this City Council meeting. After this amendment is approved, the General Fund will maintain the minimum required fund balance of three months operating expenditures as required by the City's Fund Balance Policy.

Please let me know if you have any further questions.