

Budget Amendment Request For Budget Year 2016-2017

Date: 4/11/2017

Department: CMO

Requested by: Melissa Reames

Explanation: Friday Food Trucks and Tunes is a City of Stillwater special event that runs April through September 2017. The cost of the bands and event supplies is funded in part by food truck event fees and sponsorships. Stillwater Medical Center has agreed to be the stage title sponsor. This budget amendment increases donation revenue in the special event department and event fees income with a related increase to the Friday Food Trucks and Tunes expenditure account.

	Account Number & Account Name	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	1015220 48718 Event Fees		-	3,250	3,250
	1015220 53104 Event Expenditures		-	10,750	10,750
	1015220 48701 Donations		-	7,500	7,500
					-
					-
Decrease:					-
					-
					-
					-
					-
					-

Net Change: For new appropriations only. Changes will usually result in a total increase or decrease.
Grant revenues offset by expenditures may net to zero. 21,500

Reviewed by Operations Manager/Director: _____

Date: _____

Reviewed by Finance: _____

Date: _____

Approved by Administrator: _____

Date: _____

Approved by City Manager: Melissa Reames

4-11-17

Approved by City Council (If applicable) Yes _____ No _____

Date: _____

Processed by Finance: _____

Date: _____