



CITY OF COLONIAL HEIGHTS

OFFICE ON YOUTH & HUMAN SERVICES

City Hall • 201 James Avenue • P.O. Box 3401
Colonial Heights, Virginia 23834

Becca Lynch,
HS-BCP
Administrator

MEMORANDUM

TO: Lysa Rhodes, Finance Director
Craig Skalak, Recreation & Parks Director

FROM: Becca Lynch, OOH Administrator

DATE: July 18, 2023

RE: Reserve Funds

Please reserve funds in the following accounts for use in FY 2024. These funds were donated by various civic organizations, for the Shoe Fund, Youth Advisory Council annual contribution from the City carryover from 2023. Also, please appropriate the Youth Advisory Council annual contribution from the City for 2024.

1801-560325 Carryover Donated funds (Shoe Fund)
\$1381.43

1801-570510 Carryover 2023 Contribution Youth Advisory Council
\$1601.66

1801-570510 Donation Lemonade Stand From July, 2023
\$641.01

1801-570510 2024 Annual City Contribution to Youth Advisory Council
\$2250.00

Thank you.