

Village of Thornton

Memo

To: Mayor Reynolds and Board of Trustees

From: Vivian Payne, Village Administrator

cc: Arlette Frye

Date: September 18, 2026

Re: Line-Item Transfer Request

As you know, the Village of Thornton will be hosting our first annual Fall Festival. We have budgeted \$2,000 for this in our Special Events account and we are actively seeking sponsorships from local businesses and several of our large vendors. We have already received financial commitments from Montana & Welch, our Village Attorneys, as well as Flood Brothers.

Our Fall Fest will include kids & adult activities, food, live music and a beer garden. Additional expenses include rental of tents, portable toilets, banners and decorations.

I am requesting that the \$3,150 budgeted for this year’s Illinois Municipal League conference be transferred to our Special Events line-item, as none of our elected officials or staff attended the conference. This transfer will help cover some costs for Autumn Fest as well as other special events being hosted this fiscal year.

Please let me know if you have any questions regarding this transfer.

\$2800	From Account – 01-50-8005	To Account – 01-50-8037
\$350	From Account – 01-51-8005	To Account – 01-50-8037