

City of Morgantown

Finance Department

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MEMO

DATE: 9/14/2012

TO: Terrence Moore, ICMA-CM
City Manager

FROM: Joseph R. Sabatelli, CPA 
Finance Director

RE: Goodwill City Initiative Contribution

Upon review of the September 4, 2012 City Council meeting regarding the approval of the Goodwill City Initiative contribution, it was noted that no actual budget adjustment, reallocation, or specific contributing fund was identified and approved. City Council simply approved an appropriation. In order to make the contribution, a budget adjustment must be approved by City Council and therefore, since it is the will of Council to make this contribution, it was directed by you as the City Manager to summarize a budget adjustment. The following is your recommended budget adjustment to City Council:

Decrease Bicycle Ed. Grant Match	\$5,900
Decrease Bike Parking	\$ 164
Increase Contingencies	\$4,064
Increase Other Contributions	\$2,000

It should be noted that the grant has been completed as designed and the remaining match is no longer needed. The Bike Parking Project has also been completed with the purchase of Bike Lockers and the balance, again, is no longer needed.

Please include this memo with your City Manager's Report as an action item with council approving the above recommended budget adjustment.