
INTER

OFFICE**MEMO**

OFFICE OF THE MAYOR

To: City Council
From: John R. Pick, City Administrator
Subject: Proposed Resolution for Transfer of Funds
Date: April 25, 2005

The purpose of the attached Resolution is to approve the transfer of \$20,000 from the City's Contingency Account to the Home Conversion Grant Program account.

In January, City Council approved initial funding of this program in the amount of \$22,000, which was then forwarded to Salisbury Neighborhood Housing Service (SNHS), who is administering this program for the City. Cheryl Meadows, Executive Director of SNHS, has recently informed me that they have settled or committed funds for five grant program applicants, totaling \$15,000. Therefore, there is only enough money remaining to fund two more applicants.

The success of the program to date, as evidenced by the number of applicants in less than four months, is without the benefit of an intensive advertising campaign. The Mayor's office is currently working on an advertising plan and materials for the homeowner conversion programs, which we hope will further increase the number of applicants.

Once again, these funds, if approved, will be forwarded to SNHS, who will continue to administer the program in coordination with the City's Finance Department.

/gmb

cc: Mayor Tilghman

Attachment

RESOLUTION NO. 1244

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SALISBURY, MARYLAND TO TRANSFER MONEY FROM THE CITY'S CONTINGENCY ACCOUNT TO PROVIDE ADDITIONAL FUNDS FOR THE HOMEOWNER CONVERSION GRANT PROGRAM.

WHEREAS, the City of Salisbury has a Contingency Fund established in § SC7-12G of the Charter; and

WHEREAS, the Mayor and City Council may authorize the direct expenditure of that account for purposes not anticipated at the time of the budget adoption pursuant to § SC7-28 of the Charter; and

WHEREAS, the City Council of the City of Salisbury, Maryland has passed Resolution No. 1177, adopting a grant program for conversion of homes from rental uses to owner-occupied family uses; and

WHEREAS, the initial funding of the program outlined in Resolution No. 1177, approved by City Council in Resolution No. 1181, has been largely and successfully expended; and

WHEREAS, the program outlined in Resolution No. 1177, needs additional funding in order to continue; and

WHEREAS, it is in the best interest of the City to fund this request;

NOW, THEREFORE, BE IT RESOLVED that the City Council approves the following transfer from the City's Contingency:

1. Decrease Account # : 90500-559500 (City's Contingency) by \$20,000; and
2. Increase Account #: 12000-556800 (Mayor's Office – Home Conversion Grant Program) by \$20,000.

THE ABOVE RESOLUTION was introduced and duly passed at a meeting of the Council of the City of Salisbury, Maryland held on the _____ day of _____, 2005, and is to become effective immediately upon adoption.

ATTEST:

Brenda J. Colegrove
CITY CLERK

Michael P. Dunn
COUNCIL PRESIDENT

APPROVED by me this _____ day of _____, 2005.

Barrie P. Tilghman
MAYOR