

## **MEMORANDUM**

TO: Common Council Members

FROM: Kevin Rider, Common Council President; Ronald E. Carter, Common Council Member

RE: December 17, 2018 Council Meeting Agenda Add-On Item

DATE: December 17, 2018

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Dear Council Members,

We would appreciate the approval of you, our fellow Council members, to add Resolution CC 12-17-18-06 to this evening's Council agenda.

CC 12-17-18-06 transfers money between line items within the Parks Department's 2018 budget to cover expenses that were incurred in the Ground Maintenance line item. This resolution is required to ensure that the Ground Maintenance line item finishes the year with a positive balance.

We would appreciate your consideration in adding this item to the Council agenda.

Sincerely,

Kevin D. Rider and Ronald E. Carter