



Department Source: Community Relations

To: City Council

From: City Manager & Staff

Council Meeting Date: December 18, 2017

Re: Appropriation of Funds for Community Relations expansion

Executive Summary

The appropriation of funds will allow the design, construction and furnishing of expanded work space in the Community Relations Department (primarily the Contact Center) to proceed.

Discussion

In early Fiscal Year 2017, Community Relations transferred funds into the Community Relations Miscellaneous and Contractual budget line item, with council approval, for the design, construction and furnishing of an expansion of the Community Relations Department on floor two. The project was unable to begin in the 2017 Fiscal Year and those funds were moved into the Community Relations reserve funds. Community Relations is requesting council appropriate the funds from the fund balance to the Community Relations Miscellaneous and Contractual Fiscal Year 2018 line item to allow the previously approved and funded project to proceed.

Fiscal Impact

Short-Term Impact: \$120,000.00

Long-Term Impact: \$0.00

Strategic & Comprehensive Plan Impacts

Strategic Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Not Applicable, Tertiary Impact: Not Applicable

Comprehensive Plan Impacts:

Primary Impact: Not Applicable, Secondary Impact: Not applicable, Tertiary Impact: Not Applicable

Legislative History

Date	Action
N/A	N/A

Suggested Council Action

Staff recommends council approve the appropriation of funds.