



Department Source: Finance  
To: City Council  
From: City Manager & Staff  
Council Meeting Date: December 4, 2017  
Re: Intra-Departmental Transfer of Funds Request

## Executive Summary

Attached is a report of the intra-departmental Transfer of Funds request for the period ending November 22, 2017. These intra-departmental transfers are made only within departments and do not include inter-departmental transfers between departments.

## Discussion

According to Section 44 of the City Charter, intra-departmental transfers are made by the City Manager upon recommendation of a department head, and such transfers shall be reported to the City Council at the next meeting.

## Fiscal Impact

Short-Term Impact: None.  
Long-Term Impact: None.

## 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

Acceptance of the report.