



**COUNCILMEMBER CHRIS CATE
CITY OF SAN DIEGO
SIXTH DISTRICT**

M E M O R A N D U M

DATE: March 2, 2016
TO: Tracy McCraner, Director, Financial Management
FROM: Councilmember Chris Cate 

SUBJECT: Allocation of Council District Six Community Projects, Programs and Services (CPPS) funding for needed furnishing items at the Balboa Public Library

Pursuant to Council Policy 100-06: City Council Funding of Community Projects, Programs and Services, I respectfully request that a total of \$2,968.52 be transferred as follows:

These funds should be transferred from:

Fund: 100000
Cost center: 1106110006
G/L: 512059

And transferred to:

Fund: 100000,
Cost Center: 1713121111
GL: 511137

This fund will allow for new tile to be installed at Balboa Public Library.

Thank you for your prompt attention to this request. If you have any questions, please contact Jenna Harris of my staff at (619) 533-6463.

CC: Lori Witzel, Council Administration Director
Misty Jones, San Diego Libraries Director
Lisa Getz, Financial Management
Peggy Aldape, Office of the Comptroller
Jeffiner Berry, Office of the City Attorney