



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

M E M O R A N D U M

DATE: February 1, 2019

TO: Tracy McCraner, Director, Financial Management

FROM: Councilmember Chris Cate, Sixth District 

SUBJECT: Allocation of FY 19 District 6 Community Projects, Programs and Services (CPPS) Funding to Library Department to establish the Library Accessory Check Out Program

Pursuant to Council Policy 100-06: City Council Funding of Community Projects, Programs and Services, I respectfully request that a total of \$5,000 be transferred to the Library department to fund the Library Accessory Check Out Program. These funds will provide professional accessories such as ties and briefcases for residents to check out and use for job interviews and other temporary professional needs.

From:
Council District 6: Cost Center: 1106110006; Fund: 100000; G/L: 512059

To:
Library Department: Fund: 100000; Cost Center: 1713110011; Funded Program: 13000124; G/L: 511045

Thank you for your time and attention to this request. If you have any questions, please contact Jenna Harris in my office at (619) 533-6463.

cc: Misty Jones, Director, Library Department
Lori Witzel, Council Administration
Eduardo Del Rio, Department of Financial Management
Alyssa Brooks, Office of the Comptroller
Catherine Morrison, Office of the City Attorney