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**Title:** CONSIDER A REPORT ON ALL INTRADEPARTMENTAL BUDGET TRANSFERS APPROVED UNDER THE CITY MANAGER OR DESIGNEE AUTHORITY FOR THE MONTH OF MAY OF 2024 PER ORDINANCE 24-2401 (CITY COUNCIL)

**Sponsors:**

**Indexes:**

**Code sections:**

**Attachments:** 1. May Interdepartmental Transfers

Date	Ver.	Action By	Action	Result
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**Report to Mayor and City Council**

Tuesday, June 18, 2024

Consent

**SUBJECT:**

**CONSIDER A REPORT ON ALL INTRADEPARTMENTAL BUDGET TRANSFERS APPROVED UNDER THE CITY MANAGER OR DESIGNEE AUTHORITY FOR THE MONTH OF MAY OF 2024 PER ORDINANCE 24-2401 (CITY COUNCIL)**

**I. SUMMARY**

On February 20, 2024 (Item No. 27) Council approved the second reading of Ordinance 24-2401 amending section 2955.1 (Budget Transfers) of Chapter 9.5 (Fiscal Administration) of Article II (Administration) of the Carson Municipal Code. Section 2 requires that once per month during a regular City Council meeting, a list of all intradepartmental budget transfers approved under City Manager authority, including any Departmental Director-approved transfers, shall be presented to the City Council. Staff are presenting to Council a report for Intradepartmental transfers authorized by the City Manager or Designee for the period of May 1, 2024, through May 31, 2024 (Exhibit No. 1).

This staff report outlines departmental budget transfers for review by the City Council. It provides a comprehensive overview of the proposed transfers, their rationale, and the impact on departmental operations. The report aims to ensure transparency and fiscal responsibility in managing the city's budget.

## II. RECOMMENDATION

RECEIVE and FILE this information.

## III. ALTERNATIVES

TAKE another action the City Council deems appropriate and consistent with the requirements of the law.

## IV. BACKGROUND

The city's budget is a critical tool for allocating resources to various departments and initiatives, ensuring the efficient delivery of services to residents. Throughout the fiscal year, departments may encounter unforeseen circumstances or evolving priorities that necessitate adjustments to their budgets. These adjustments often involve transferring funds between line items to address emerging needs or to capitalize on new opportunities.

In compliance with city regulations, department directors may also approve intradepartmental budget transfers within their respective Departments on terms prescribed by the City Manager (subject to compliance with this section and applicable law), except that: (i) Department Directors shall not be permitted to approve any intradepartmental budget transfers involving personnel-related funds or expenditures, such as salaries or benefits; and (ii) the City Manager shall have authority to restrict (including by removing) the intradepartmental budget transfer authority of one or more Department Directors as deemed necessary in the City Manager's sole discretion.

These requests undergo careful review to assess the justification, necessity, and potential impact of the proposed transfers. The City Manager's office then presents these requests to the City Council.

Attached as Exhibit 1 is the Intradepartmental Transfers Report for City Manager or Designee Authority executed in May of 2024.

## V. FISCAL IMPACT

None

## VI. EXHIBITS

1. Interdepartmental Transfers (pg. 3)

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