Stillwater OKLAHOMA
stillwaterok.gov

Together, Investing in Municipal Excellence

STILLWATER UTILITIES AUTHORITY MEETING AGENDA
JULY 1, 2024

723 S. Lewis Street, Room 1122B
Stillwater, OK 74074
5:30 PM

Chair Will Joyce, Vice Chair Amy Dzialowski, Trustees Christie Hawkins, Kevin Clark, & Tim Hardin

1. Call Meeting to Order
2. Consent Docket

   Items listed on the consent docket are routine administrative matters that may be approved without discussion. The Trustees will take action on these items collectively with a single vote. The requested action is indicated for each item listed. Should a Trustee elect to discuss, amend, revise, or table any item listed on the consent docket, the item will be moved to the section of the agenda titled "Items Removed from the Consent Docket" for consideration and possible action. Additionally, a Trustee or the General Manager may simply ask the Chair to remove an item from the consent docket prior to action by the Trustees and no action will be taken on the removed item at this meeting.

a.	Approve June 17, 2024 regular meeting minutes		
b.	Approve the budget amendment and authorize expenditures from the rate stabilization fund for LED light fixtures.	SUA-24-36	Loren Smith
c.	Approve budget amendment for the intersection of SH51/I-35 LED light fixtures.	SUA-24-37	Loren Smith
d.	Approve budget amendment for FY25 expenditure to Wartsila for parts or services for maintenance requirements for the engine/generators at SEC	SUA-24-38	Loren Smith

3. Public Comment on Items not Scheduled for Public Hearings

   Stillwater City Code, Section 2-53(a) & (b), provides that taxpayers or residents of the city, or their authorized legal representatives, may address the Trustees at a regularly scheduled meeting on any item of business

listed on the meeting agenda provided they have submitted a written request prior to the meeting either online at Request to speak form or via the form found in the lobby outside Council chambers prior to meetings.

4. Items Removed from the Consent Docket

   Items removed from the consent docket are placed on this section of the agenda for discussion, revision, amendment and/or tabling prior to action by the Trustees. The Trustees may take action, including a vote or series of votes, on items removed to this section of the agenda after the requested discussion, revision, or amendment.

5. Questions and Inquiries

6. Reports from Officers and Boards

   Announcements and remarks of general interest may be made by Trustees, General Manager or General Counsel. Items of City business that may require discussion or action, including a vote or series of votes, are listed below

7. Adjourn

On June 27, 2024 at 5:00 p.m., a true and correct copy of this agenda was posted on the kiosk outside City Hall, 723 S. Lewis Street, Stillwater, OK.

The City of Stillwater encourages participation from all citizens. If participation at any public meeting is not possible due to a disability, please notify the City Manager's office at least 48 hours prior to the meeting by calling 405.742.8243.

- Meetings are televised on AT&T U-verse channel 99 and Optimum channel 14.
- Find meeting agendas and minutes online at Agendas and Minutes
- Official minutes are archived in the City Clerk's office.

IN ACCORDANCE WITH THE OKLAHOMA OPEN MEETING LAW THE AGENDA WAS POSTED JUNE 14, 2024 AT 11:00 A.M. AT THE MUNICIPAL BUILDING, 723 SOUTH LEWIS, STILLWATER, OKLAHOMA

MINUTES
STILLWATER UTILITIES AUTHORITY
REGULAR MEETING
COUNCIL HEARING ROOM
723 S. LEWIS
JUNE 17, 2024

PRESENT: **CHAIR WILLIAM H. JOYCE, TRUSTEES CHRISTIE HAWKINS, KEVIN CLARK AND TIM HARDIN**
ABSENT: **VICE CHAIR AMY DZIALOWSKI**

1. CALL MEETING TO ORDER

Chair Joyce called the meeting to order at 5:46 p.m.

2. CONSENT DOCKET

a. Approve June 3, 2024 regular meeting minutes
b. Approve extension agreement for High Voltage Tree Removal Services to Davey Tree Surgery Company (SUA Bid #30-2023) and authorize expenditures up to $1,737,620.
c. Award Bid # 24-2024 City Wide Custodial Services to Sandstorm Cleaning in the amount of $46,976.16 and Alliance Maintenance in the amount of $46,980.00.
d. Approve termination of SUA Bid# 59-2023 Purchase Agreement for 2 (two) 60' bucket trucks with Terex as in the best interest of the SUA because trucks may be procured from a purchasing cooperative at a better price and shorter delivery time.
e. Approve the purchase of 2 (two) 60' bucket trucks from Terex through Sourcewell Purchasing Cooperative contract #110421-TER.
f. Approve Blue Peak Pole Attachment Agreement #16 and #22 and authorize the General Manager to sign the agreements.
g. Award Contracts for the supply and delivery of Water Treatment Chemicals Bid #33-2024 as follows and authorize the General Manager to sign the contracts:
    - Anhydrous Ammonia – Airgas Specialty Products, Inc. at $1.23/Pound
    - Chlorine Gas – Brenntag Southwest, inc. at $2,320/Ton
    - Liquid Ferric Sulfate – Pencco, Inc. at $584/Dry Ton
    - Sodium Fluoride – Hawkins, Inc. at $4,700/Ton
    - Lime Calcium Oxide – U.S. Lime Company-St Clair at $291.36/Ton
    - Liquid Oxygen (LOX) – Air Products & Chemicals, Inc. at $0.593/100 SCF
h. Reject all bids for Polymer (Bid #33-2024) and direct staff to rebid Polymer with the complete delivery method specified.
i. Award contracts for Bid #30-2024 for Brass Parts for Water Utilities to Utility Supply Company, Tulsa; Utility Technology Services Inc., Oklahoma City; Core & Main LP, St. Louis, MO; and Oklahoma Contractors Supply, Oklahoma City on all items in the amounts as listed on the bid tabulation sheet and authorize the General Manager to sign the contracts.

MOTION BY TRUSTEE HARDIN, SECOND BY TRUSTEE CLARK TO APPROVE THE CONSENT DOCKET AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA.
NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

3. PUBLIC COMMENT ON AGENDA ITEMS NOT SCHEDULED FOR PUBLIC HEARING

There were no requests to speak on agenda items not scheduled for public hearing.

4. ITEMS REMOVED FROM CONSENT DOCKET

None.

5. RESOLUTIONS

a. Resolution No. SUA-2024-5: A resolution of the Stillwater Utilities Authority adopting an operating budget for the Fiscal Year 2024-25.

MOTION BY TRUSTEE CLARK, SECOND BY TRUSTEE HAWKINS TO ADOPT RESOLUTION NO. SUA-2024-5 AS PRESENTED.

ROLL CALL VOTE: JOYCE-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA.
NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

6. QUESTIONS & INQUIRIES

None.

7. REPORTS FROM OFFICERS & BOARDS

a. Miscellaneous items from the General Counsel: No report.
b. Miscellaneous items from the General Manager: No report.
c. Miscellaneous items from Trustees: No report.
   i) Discussion about scheduling items for upcoming meetings

8. ADJOURN

MOTION BY TRUSTEE HARDIN, SECOND BY TRUSTEE HAWKINS TO ADJOURN THE JUNE 17, 2024 REGULAR MEETING OF THE STILLWATER UTILITIES AUTHORITY.

ROLL CALL VOTE: JOYCE-YEA, HAWKINS-YEA, CLARK-YEA, HARDIN-YEA.
NAY-NONE. MOTION CARRIED WITH FOUR YEA VOTES.

The June 17, 2024 regular meeting of the Stillwater Utilities Authority adjourned at 5:47 p.m.

_____
WILLIAM H. JOYCE, CHAIR
STILLWATER UTILITIES AUTHORITY

_____
TERESA KADAVY, SECRETARY
STILLWATER UTILITIES AUTHORITY

DRAFT

REPORT TO: STILLWATER UTILITIES AUTHORITY

MEETING DATE: JULY 1, 2024

Agenda Item:	2.b. SUA-24-36
Previous/Related Action:	SUA-23-53
Background/Issue:	The City of Stillwater has an outdated fleet of non-energy efficient streetlights that need replacement to achieve energy conservation goals. There are approximately 4400 streetlights throughout the city. On October 2, 2023, the Trustees approved the LED streetlight replacement implementation plan. During the same meeting, they also awarded the bid for the LED light fixtures to Stuart C Irby Company.
Proposal/Solution:	Distribution crews received the first order of approximately 2200 streetlights and began installation in mid-February 2024. Installation of those fixtures is nearing completion. Staff is preparing to order the remaining light fixtures to finalize installation (approximately 2200). Costs for the remaining fixtures are estimated at approximately $812,948.00 based on SUA Bid# 60-2023. Staff is seeking expenditure approval of $894,242.00 (includes a 10% contingency) and budget amendment approval to purchase additional quantities based on the exact line-item amount in the original bid. The pricing and original agreement are valid through October 2024.
Financial Source/Impact:	Funds for this purchase are available in the Rate Stabilization Fund and will be appropriated by the execution of the attached Budget Amendment.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #3 SAFE COMMUNITY
Recommended Action/Motion:	Motion to approve the budget amendment and authorize expenditures up to $894,242.00 (includes contingency) from the rate stabilization fund for LED light fixtures.

Prepared By:	Loren Smith, Electric Utility Dir.
Reviewed By:	Loren Smith Teresa Kadavy
Submitted By:	Kimberly Meek, General Manager

Attachments

1. SUA.Agenda.Packet.100223
2. EL - LED Street Lights - 7.1.2024 - Expenditure

REPORT TO: STILLWATER UTILITIES AUTHORITY

MEETING DATE: OCTOBER 2, 2023

Agenda Item:	5.b. SUA-23-53
Previous/Related Action:	
Background/Issue:	• The City of Stillwater has an outdated fleet of non-energy efficient street lights that are in need of replacement in order to achieve energy conservation goals. • There are approximately 4,400 street lights throughout the city. • On August 21, 2023, the City Council requested that Staff return with an implementation plan to replace the existing street light fleet with modern LED street lights.
Proposal/Solution:	• Staff have worked to create a plan and have taken steps to move forward. The plan includes releasing a bid to procure approximately half (2200) of the street lights in FY24 and to release another bid in FY25 to procure the other half (2200) in preparation for installation using electric distribution staff. • This will soften the capital expenditure impact on the electric capital budget and allow distribution staff adequate time to install all 4400 lights, while continuing to maintain the electric system. • Staff estimate two years to full roll out once they receive the light fixtures. • Specifications and bid documents for SUA Bid # 60-2023 for LED light Fixtures were prepared by staff in accordance with the City's purchasing policy and released on September 2, 2023. • September 20, 2023, 2 bids were received and opened. • The bids were evaluated and are tabulated in the attached bid tabulation • Stuart C Irby Company met all the bid specifications, making them the lowest responsible bidder.

	• Estimated delivery of the LED light fixtures is 28-56 days.
Financial Source/Impact:	• Costs for the fixtures are estimated at approximately $1,630,000. • Labor costs are estimated at approximately $1,306,540 for the project; however, these costs are integrated into the O & M costs and are netted out. • Funds for this purchase are available in the Rate Stabilization Fund and will be appropriated by the execution of the attached budget amendment.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #3 SAFE COMMUNITY
Recommended Action/Motion:	Motion to award the bid for the LED light fixtures to Stuart C Irby Company, approve budget amendment appropriating expenditures up to $894,242 (includes contingency) from the Rate Stabilization Fund, and authorize the Interim General Manager to execute contract documents in the amount of $812,948.
Prepared By:	Loren Smith, Electric Utility Dir.
Reviewed By:	Patti Osmus
Submitted By:	Brady Moore, Interim General Manager

Attachments

1. SUA-23-53 Attachment II
2. SUA-23-53 Attachment I

The City of Stillwater OKLAHOMA

Budget Amendment Request

For Budget Year 2024

Department of Finance
723 S. Lewis Street/P.O. Box 1449
Stillwater, OK 74076-1449

Office: 405.372.0025
Web: stillwater.org

SUA-23-53

Date: 09/21/2023

Department: Electric Utility **Requested by:** Loren Smith

Explanation:

Expenditure:
Appropriate funds for LED street light project.

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	LED Street Lights	9119011 - 54008	24RS02911	$ 0	$ 894,242	$ 894,242
		-				$ 0
		-				$ 0
		-				$ 0
		-				$ 0
Decrease:		-				$ 0
		-				$ 0
		-				$ 0
		-				$ 0
		-				$ 0

Net Change: (will usually result in a total increase or decrease) $ 894,242

Reviewed by Department Manager: Lo Smith **Date:** 09/21/2023

Reviewed by Finance: Christy Cluck **Date:** 9-21-2023

Approved by CMO: **Date:**

Approved by City Council: ☐ Yes ☐ No **Date:**

Processed by Finance: **Date:**

Set ID: **Date Sent to SA&I:**

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Department of Finance
723 S. Lewis Street/P.O. Box 1449
Stillwater, OK 74076-1449

Office: 405.372.0025
Web: stillwater.org

Budget Amendment Request

For Budget Year 2025

Date: 06/18/2024

Department: Electric Utility **Requested by:** Loren Smith

Explanation:

Expenditure:
Appropriate funds for LED street light project. Phase Two

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	LED Street Lights	9119011 - 54008	24RS02911	$ 0	$ 894,242	$ 894,242
		-				$ 0
		-				$ 0
		-				$ 0
		-				$ 0
Decrease:		-				$ 0
		-				$ 0
		-				$ 0
		-				$ 0
		-				$ 0

Net Change: (will usually result in a total increase or decrease) $ 894,242

Reviewed by Department Manager: Lo Smith **Date:** 06/18/2024

Reviewed by Finance: **Date:**

Approved by CMO: **Date:**

Approved by City Council: ☐ Yes ☐ No **Date:**

Processed by Finance: **Date:**

Set ID: **Date Sent to SA&I:**

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REPORT TO: STILLWATER UTILITIES AUTHORITY

MEETING DATE: JULY 1, 2024

Agenda Item:	2.c. SUA-24-37
Previous/Related Action:	SUA-23-53
Background/Issue:	On October 2, 2023, the Trustees approved the LED streetlight replacement implementation plan. The electric utility maintains 60 highway high mast lights at the intersection of state highway 51/I-35 that are scheduled to be replaced as part of the project. These light fixtures are different from the traditional LED streetlights that are being purchased for our local lighting and were not a part of SUA Bid# 60-2023.
Proposal/Solution:	Electric staff have received preliminary quotes for the replacement of these lights and are estimating the purchase price at around $85,000, which is under the $100,000 bid limit recently adopted by the trustees. Staff is seeking approval of a budget amendment to appropriate the funds for the purchase of these lights that will be approved administratively.
Financial Source/Impact:	Funds for this purchase are available in the Rate Stabilization Fund and will be appropriated by the execution of the attached Budget Amendment.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #3 SAFE COMMUNITY
Recommended Action/Motion:	Motion to approve the Budget Amendment from the rate stabilization fund for the intersection of state highway 51/I-35 LED light fixtures.
Prepared By:	Loren Smith, Electric Utility Dir.
Reviewed By:	Loren Smith Teresa Kadavy
Submitted By:	Kimberly Meek, General Manager

Attachments

1. SUA.Agenda.Packet.100223
2. EL - LED High Mast Lights 51-I35 - 7.1.2024 - Expenditure

REPORT TO: STILLWATER UTILITIES AUTHORITY

MEETING DATE: OCTOBER 2, 2023

Agenda Item:	5.b. SUA-23-53
Previous/Related Action:	
Background/Issue:	• The City of Stillwater has an outdated fleet of non-energy efficient street lights that are in need of replacement in order to achieve energy conservation goals. • There are approximately 4,400 street lights throughout the city. • On August 21, 2023, the City Council requested that Staff return with an implementation plan to replace the existing street light fleet with modern LED street lights.
Proposal/Solution:	• Staff have worked to create a plan and have taken steps to move forward. The plan includes releasing a bid to procure approximately half (2200) of the street lights in FY24 and to release another bid in FY25 to procure the other half (2200) in preparation for installation using electric distribution staff. • This will soften the capital expenditure impact on the electric capital budget and allow distribution staff adequate time to install all 4400 lights, while continuing to maintain the electric system. • Staff estimate two years to full roll out once they receive the light fixtures. • Specifications and bid documents for SUA Bid # 60-2023 for LED light Fixtures were prepared by staff in accordance with the City's purchasing policy and released on September 2, 2023. • September 20, 2023, 2 bids were received and opened. • The bids were evaluated and are tabulated in the attached bid tabulation • Stuart C Irby Company met all the bid specifications, making them the lowest responsible bidder.

	• Estimated delivery of the LED light fixtures is 28-56 days.
Financial Source/Impact:	• Costs for the fixtures are estimated at approximately $1,630,000. • Labor costs are estimated at approximately $1,306,540 for the project; however, these costs are integrated into the O & M costs and are netted out. • Funds for this purchase are available in the Rate Stabilization Fund and will be appropriated by the execution of the attached budget amendment.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT #3 SAFE COMMUNITY
Recommended Action/Motion:	Motion to award the bid for the LED light fixtures to Stuart C Irby Company, approve budget amendment appropriating expenditures up to $894,242 (includes contingency) from the Rate Stabilization Fund, and authorize the Interim General Manager to execute contract documents in the amount of $812,948.
Prepared By:	Loren Smith, Electric Utility Dir.
Reviewed By:	Patti Osmus
Submitted By:	Brady Moore, Interim General Manager

Attachments

1. SUA-23-53 Attachment II
2. SUA-23-53 Attachment I

The City of Stillwater OKLAHOMA

Budget Amendment Request

For Budget Year 2024

Department of Finance
723 S. Lewis Street/P.O. Box 1449
Stillwater, OK 74076-1449

Office: 405.372.0025
Web: stillwater.org

SUA-23-53

Date: 09/21/2023

Department: Electric Utility **Requested by:** Loren Smith

Explanation:

Expenditure:
Appropriate funds for LED street light project.

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	LED Street Lights	9119011 - 54008	24RS02911	$ 0	$ 894,242	$ 894,242
		-				$ 0
		-				$ 0
		-				$ 0
		-				$ 0
Decrease:		-				$ 0
		-				$ 0
		-				$ 0
		-				$ 0
		-				$ 0

Net Change: (will usually result in a total increase or decrease) $ 894,242

Reviewed by Department Manager: Lo Smith **Date:** 09/21/2023

Reviewed by Finance: Christy Cluck **Date:** 9-21-2023

Approved by CMO: _____ **Date:** _____

Approved by City Council: ☐ Yes ☐ No **Date:** _____

Processed by Finance: _____ **Date:** _____

Set ID: _____ **Date Sent to SA&I:** _____

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Department of Finance
723 S. Lewis Street/P.O. Box 1449
Stillwater, OK 74076-1449

Office: 405.372.0025
Web: stillwater.org

Budget Amendment Request

For Budget Year 2025

Date: 06/18/2024

Department: Electric Utility **Requested by:** Loren Smith

Explanation:

Expenditure:
Appropriate funds for LED high mast lights highway 51/I35 replacement project.

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	LED high mast lights 51/I35	9119011 - 54008	25RS02911	$ 0	$ 85,000	$ 85,000
		-				$ 0
		-				$ 0
		-				$ 0
		-				$ 0
Decrease:		-				$ 0
		-				$ 0
		-				$ 0
		-				$ 0
		-				$ 0

Net Change: (will usually result in a total increase or decrease) $ 85,000

Reviewed by Department Manager: Lo Smith **Date:** 06/18/2024

Reviewed by Finance: _____ **Date:** _____

Approved by CMO: _____ **Date:** _____

Approved by City Council: ☐ Yes ☐ No **Date:** _____

Processed by Finance: _____ **Date:** _____

Set ID: _____ **Date Sent to SA&I:** _____

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REPORT TO: STILLWATER UTILITIES AUTHORITY

MEETING DATE: JULY 1, 2024

Agenda Item:	2.d. SUA-24-38
Previous/Related Action:	SUA-23-31
Background/Issue:	Stillwater Energy Center uses three Wartsila 18V50SG engine/generators to produce electricity. The engine's primary components, control system, and many of the auxiliary components are manufactured by Wartsila. The maintenance services and equipment parts can only be purchased from Wartsila. The Grand River Dam Authority capacity purchase agreement includes provisions for a capacity payment based on availability of the engine/generators. If the engines/generators are not available, the capacity payment decreases, which can potentially have a negative revenue impact on the SUA.
Proposal/Solution:	Staff is requesting approval to purchase maintenance services or equipment parts up to $300,000 from Wartsila.
Financial Source/Impact:	Funds are available in the electric rate stabilization fund and will be appropriated by approval of the attached budget amendment.
Related Strategic Priority:	#1 EFFECTIVE SERVICES & ACCOUNTABLE GOVERNMENT
Recommended Action/Motion:	Motion to authorize FY25 expenditures for maintenance services or equipment parts up to $300,000 from Wartsila for the three 18V50SG engine/generators at the Stillwater Energy Center and approve budget amendment appropriating $300,000 from the Electric Rate Stabilization fund.
Prepared By:	Loren Smith, Electric Utility Dir.
Reviewed By:	Loren Smith Teresa Kadavy
Submitted By:	Kimberly Meek, General Manager

Attachments

1. SUA-23-31-Wartsila
2. EL - Wartsila engines and generators - 7.1.2024 - Expenditure

REPORT TO: SUA

MEETING DATE: JUNE 5, 2023

Agenda Item:	2b. SUA-23-31
Prior Council Action/Related Items:	Wartsila Expenditure Approval FY23 – Report SUA-22-26
Background / Issue:	• Stillwater Energy Center uses three Wartsila 18V50SG engine/generators to produce electricity. • The engine primary components, control system, and many of the auxiliary components are manufactured by Wartsila. • The maintenance services and equipment parts can only be purchased from Wartsila. • The Grand River Dam Authority capacity purchase agreement includes provisions for a capacity payment based on availability of the engine/generators. • If the engines/generators are not available, the capacity payment decreases, which can potentially have a negative revenue impact on the SUA.
Proposal/Solution:	• Staff is requesting approval to purchase maintenance services or equipment parts up to $300,000 from Wartsila.
Financial Impact/Funding Source(s):	• Funds are available in the electric rate stabilization fund and will be appropriated by approval of the attached budget amendment.
Related Strategic Priority:	#1 Effective Services & Accountable Government: Provide effective services and accountable government by practicing fiscal responsibility, transparency, and outstanding customer service.
Recommended Action/Motion:	Motion to authorize FY24 expenditures for maintenance services or equipment parts up to $300,000 from Wartsila for the three 18V50SG engine/generators at the Stillwater Energy Center and approve budget amendment appropriating $300,000 from the Electric Rate Stabilization fund.
Prepared By:	Loren Smith, Electric Utility Director
Reviewed By:	Patti Osmus, Assistant to City Manager
Submitted By:	Brady Moore, Interim General Manager
Attachment(s):	Budget Amendment

The City of Stillwater OKLAHOMA

Budget Amendment Request

For Budget Year 2025

Department of Finance
723 S. Lewis Street/P.O. Box 1449
Stillwater, OK 74076-1449

Office: 405.372.0025
Web: stillwater.org

Date: 06/18/2024

Department: Electric Utility **Requested by:** Loren Smith

Explanation:

Expenditures:
Appropriate funds to purchase parts and services for Wartsila engines/generators at the Stillwater Energy Center.

	Account Name	Account Number (xxxxxxx-xxxxx)	Project Number	Current Budget Amount	Amount of Change	New Budget Amount
Increase:	G&T - Other Equipment	9119011 - 54008	25RS01911	$ 0	$ 300,000	$ 300,000
		-				$ 0
		-				$ 0
		-				$ 0
		-				$ 0
Decrease:		-				$ 0
		-				$ 0
		-				$ 0
		-				$ 0
		-				$ 0

Net Change: (will usually result in a total increase or decrease) $ 300,000

Reviewed by Department Manager: Lo Smith **Date:** 06/18/2024

Reviewed by Finance: _____ **Date:** _____

Approved by CMO: _____ **Date:** _____

Approved by City Council: ☐ Yes ☐ No **Date:** _____

Processed by Finance: _____ **Date:** _____

Set ID: _____ **Date Sent to SA&I:** _____

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