

Exceptional Item Request Form - FY 2020-2021

Request # AF-3

Date: 7/7/2020

Requestor: Staff

Allocating Additional Funds To:	
Fund Name & No.	100, 200, 800
Department Name & No.	30, 55, 60
Line Item No. & Description or NEW Line Item Description	Salaries and Benefits

Item Description:

New Public Works Operator Position
100-30 Streets (10%) - \$4,800
100-55 Parks (10%) - \$4,800
200-60 Water (40%) - \$19,200
800-60 Wastewater (40%) - \$19,200
Total - \$48,000

Description of Benefit from Purchase (Improved Service, Lower Cost, etc.)

Increased duties of the Public Works Department to perform park mowing and maintenance functions.
There will also be improved accountability and efficiency by bringing this in-house.

Number of Items or Units: 1

Cost Per Item or Unit: \$ 48,000.00

Additional Cost Per Item (Including ongoing maintenance): _____

Total Cost: \$ 48,000.00

When Balance Offset Is Needed

Offset Savings From Fund/Dept./Line Item No.: _____	saved amount: _____
Offset Savings From Fund/Dept./Line Item No.: _____	saved amount: _____
Offset Savings From Fund/Dept./Line Item No.: _____	saved amount: _____
Offset Savings From Fund/Dept./Line Item No.: _____	saved amount: _____
Offset Savings From Fund/Dept./Line Item No.: _____	saved amount: _____
Total Amount Saved: \$ <u>-</u>	

Please attach any quotes or backup to support this Exceptional Item Request.