

**CITY OF SAINT PAUL
OFFICE OF THE MAYOR**

ADMINISTRATIVE ORDER

Approved Copies to:

- City Clerk (Original)

- Finance Dept.'s Accounting Division

- Requesting Dept.

No: _____

Date: _____

WHEREAS, the Training Unit of the Saint Paul Police Department, Recruit Academy 2013-2 is conducting the following: two Family Nights for the 2013-2 Academy recruits and their families; and


WHEREAS, Family Nights will be held on November 25, 2013 at The Neighborhood House, 179 Robie Street East, Saint Paul Minnesota, 55107 and on December 9, 2013 at the St. Pascal's Church, 1757 Conway St. St Paul MN 55106; and

WHEREAS, the purpose of the two Family Nights, is specifically designed to train new police recruits and their families about the effects of police training, patrol operations and to inform family members of the services provided to them by the Employee Assistance Program of the Saint Paul Police. Food and refreshments will be provided to the recruits and family members in attendance; and

THEREFORE BE IT ORDERED, that pursuant to the 2013 City Budget, the proper City Officials are hereby authorized to remit an amount not to exceed \$2,000.00 to Sam's Club, 1850 Buerkle Rd. White Bear Lake, MN 55110; the Little Oven, 1786 Minnehaha Ave E, St Paul, MN 55119 and Cub Foods, 1440 University Ave W, St Paul, MN 55104 to cover expenses for food, water and soda for the above mentioned Saint Paul Police Department Recruit Academy Training.

A copy of said order is to be kept on file and of record in the Office of Financial Services

Funding source: Account Code # 001-04000-0299



Requested by: Department Director

Date

Approved by: City Attorney

Date

Approved by: Finance Director

Date