

**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: _____

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WHEREAS, the Training Unit of the Saint Paul Police Department, Recruit Academy 2014-1 is conducting the following: Two Family Nights for the 2014-1 Academy and family and:

WHEREAS, Family Nights will be held on August 25th, 2014- at the College of St. Thomas, 2115 Summit Ave, St Paul, MN 55105, and on September 8th, 2014 at the Neighborhood House, 179 Robie street East, Saint Paul Minnesota, 55107 And:

WHEREAS, this purpose, 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 2014 City Budget, the proper City Officials are hereby authorized to remit an amount not to exceed \$500.00 to Sam's Club, 1850 Buerkle Rd. | White Bear Lake, MN 55110, 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 # 2310040000.



Requested by: Thomas E. Smith, Chief of Police

Date _____

Approved by: City Attorney

Date _____

Approved by: Finance Director

Date _____