



City of Saint Paul

City Hall and Court House
15 West Kellogg Boulevard
Phone: 651-266-8560

Legislation Text

File #: RES 15-968, **Version:** 1

Authorizing the Department of Public Works to host an Open House Event on Tuesday, September 22, 2015 at the Public Works Dale Street Complex Grounds and to pay for related expenses, not to exceed \$8,500, from existing budgets.

WHEREAS, the City of Saint Paul and the Department of Public Works are proud of our employees, facilities and services and wish to invite the public to an open house on Tuesday, September 22nd from 4:00 to 7:00 pm and;

WHEREAS, our guests look forward to this event to obtain up-to-date information from the Department of Public Works, Departments of the City of Saint Paul, and other community groups that participate in having a display booth, all of which will provide a valuable public purpose to the citizens of Saint Paul, and;

WHEREAS, the Department will provide snacks for employees who have opted to work this event beyond their normal schedules, and;

WHEREAS, the Department will distribute informational materials and award door prizes to our guests, and;

WHEREAS, the Department would like to ask local businesses to contribute goods or services that can be used as prizes in random drawings for the public who attend this event; and

WHEREAS, Saint Paul Administrative Code § 41.04(c) and (e) permit any department head or designee to solicit funds on behalf of the city or on behalf of any city-sponsored function or organization in amounts less than \$500.00 and requires that the information be filed with the city clerk; and

WHEREAS, the expenditure of money serves a public purpose in increasing awareness of available Public Works services and soliciting ideas for improving services;

Now, THEREFORE, BE IT RESOLVED, that the proper City officials are hereby authorized to pay expenses incurred to host this event.

Costs not to exceed \$8,500 Funding codes:

Accounting Unit

23031502	\$1,700.00
24131400	\$1,700.00
23031301	\$ 567.00
23031302	\$ 567.00
23031303	\$ 566.00
73131600	\$1,700.00
64031701	\$1,700.00

FURTHER RESOLVED, that the Mayor and the Saint Paul City Council hereby authorizes the proper City officials to act on behalf of the City to solicit and request donations from area merchants, for the open house to be held on Tuesday, September 22nd, 2015; and be it

FINALLY RESOLVED, that a list of such donations, with the name of the donor and estimated value of the donation, shall be kept and included in a future resolution accepting the donation in compliance with all the requirements of Chapter 41 of the Administrative Code.