

January 19, 2023

To: Mayor and Members of City Council

From: Sheryl M. M. Long, City Manager

202300358

Subject: **Emergency Ordinance – Authorizing the Expenditure of Funds for the Purchase of Refrigerators and Microwaves for Use by City Employees**

Attached is an Emergency Ordinance captioned:

AUTHORIZING the expenditure of funds for the purchase of refrigerators and microwaves for use by City employees in City workplaces, for the purpose of promoting employee efficiency and morale; **AUTHORIZING** the City Manager to establish policies specifying the circumstances in which such funds may be expended, as well as controls to ensure the appropriate expenditure of such funds; and further **DECLARING** that such expenditures serve a public purpose.

This emergency ordinance declares the expenditure of funds for the purchase of refrigerators and microwaves for use by City employees in certain work locations as a public purpose and authorizes the expenditure of funds in accordance with rules and regulations established by the City Manager. In order to promote employee health, productivity, efficiency and morale, the expenditure of funds for appliances is necessary at times. Administration will establish a new Administrative Regulation defining the rules and regulations established by the City Manager for the use of City funds for this purpose.

This emergency ordinance is recommended for approval. An emergency ordinance is necessary to provide funding for expenditures needed in departments.

cc: William “Billy” Weber, Assistant City Manager
Karen Alder, Finance Director