

Mayor and Council Communication

DATE: 11/28/23

M&C FILE NUMBER: M&C 23-1000

LOG NAME: 36HEARTMONITORCAPITALPURCHASE

SUBJECT

(ALL) Adopt the Appropriation Ordinance Increasing Estimated Receipts and Appropriations in the Special Donations Capital Projects Fund in the Amount of \$38,000.00 Transferred from the Special Donations LTD Fund

RECOMMENDATION:

It is recommended that the City Council adopt the attached ordinance increasing estimated receipts and appropriations in the Special Donations Capital Projects Fund for the Fire-Equipment project (City Project No. 105202) in the amount of \$38,000.00, transferred from the Fire Donations project (City Project No. S00177) within the Special Donations LTD Fund.

DISCUSSION:

The purpose of this Mayor and Council Communication is to adopt the attached appropriation ordinance to authorize the transfer and appropriation of a special donation received in Fiscal Year 2022 for the use of revenue the Fire Department received from private donations.

The Fire Department received \$61,677.47 in Fiscal Year 2022 as a special donation, which is available in the new Special Donations LTD Fund, to purchase a Heart Monitor for \$38,000.00. Since the Heart Monitor exceeds the threshold of both the acquisition and useful life of an operating purchase, the Heart Monitor must be purchased as a capital expense since it meets the capitalization threshold per the City's Capital Assets Policy. Therefore, the donation must be transferred and appropriated in the Special Donations Capital Projects Fund.

The funds in the Fire Donation project are restricted for Fire Department use only and will be used as designated by the donors.

A Form 1295 is not required because: This contract will be with a publicly-traded business entity or a wholly-owned subsidiary of a publicly-traded business entity: Zoll Medical Corporation

FISCAL INFORMATION / CERTIFICATION:

The Director of Finance certifies that funds are currently available in the Fire Donations project within the Special Donations LTD Fund and upon approval of the above recommendation and adoption of the attached appropriation ordinance, funds will be available in the Special Donations Capital Projects Fund for the Fire-Equipment project. Prior to an expenditure being incurred, the Fire Department has the responsibility to validate the availability of funds.

Submitted for City Manager's Office by: Valerie Washington 6199

Originating Business Unit Head: Jim Davis 6801

Additional Information Contact: Gina Santillan 6837