

Capital Purchase Worksheet

Directions:

Please complete all questions below and submit to Mike Thompson and Wayne Trawick for approval.

Submitted by: LT Kevin Carney

Date Submitted: 2-23-18

Is this purchase listed as a capital purchase in the approved budget?

No

What amount is approved in the budget for this purchase?

2019 - 7500.00

Description of the item and why the item is needed at this time.

Police K9 to Replace Current K9 Danya that will be retired, due to handler transferring positions within Department

Can your job be performed without the purchase of this item? Please explain below. No

With the Age of Current K9 and its abilities it is best to purchase a New Canine. The New handler will Attend a rigorous 10 week school for Certification.

Have you obtained any quotes on the purchase to determine if it will come in, at, or below budget? If so, please attach.

Yes - Attach.

Is this to replace a current capital asset?

Yes

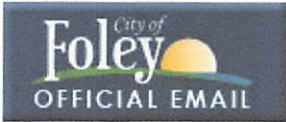
If so please list below the item being replaced and why it can not be used any longer.

The current K9 was scheduled to be replaced in 2019 Budget year, due to its age. We have received donations to cover cost of Replacement this year.

How do you plan to dispose of the item that is being replaced?

Retired and purchased By Current Handler.

Is there a grant associated with this project?		NO
If so please list below the grant amount and the match required by the City.		
Approval by City Administrator		
Signature and Date		
Approval by Council President		
Signature and Date		



Kelly O'Donnell <kodonnell@foleypolice.org>

Capital Purchase Worksheet to Purchase K9 with Donated funds

6 messages

Kelly O'Donnell <kodonnell@foleypolice.org>

Mon, Feb 26, 2018 at 8:56 AM

To: Michael Thompson <Mthompson@cityoffoley.org>, Wayne Trawick <wtrawick@cityoffoley.org>

Cc: Kevin Carnley <kcarnley@foleypolice.org>

Good Morning gentlemen!

Hope you had a fantastic weekend!! Attached is the Capital Purchase Worksheet for the purchase of a K9 with donated funds. We need your signatures in order to get this on the next agenda:) Thanks in advance!

Have a marvelous week! Look forward to seeing you guys Friday!!

--

Kelly O'Donnell
Administrative Assistant to the Chief Of Police
Office Coordinator

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Capital Purchase Worksheet for K9 purchase with donated funds.pdf

708K

Michael Thompson <mthompson@cityoffoley.org>

Mon, Feb 26, 2018 at 12:14 PM

To: Kelly O'Donnell <kodonnell@foleypolice.org>

Cc: Wayne Trawick <wtrawick@cityoffoley.org>, Kevin Carnley <kcarnley@foleypolice.org>, Sue Steigerwald

<ssteigerwald@cityoffoley.org>

Wayne,

This is to use donated funds from the the K9 event held last fall for the purpose of purchasing a new K9. If you are ok with adding it to the agenda I will ask accounting to do so. This will be a request for a capital purchase that is not currently in the capital plan and also to allocate funds for the purchase.

regards,
Mike

[Quoted text hidden]

Sue Steigerwald <ssteigerwald@cityoffoley.org>

Mon, Feb 26, 2018 at 12:46 PM

To: Michael Thompson <mthompson@cityoffoley.org>, Kelly O'Donnell <kodonnell@foleypolice.org>, Wayne

<wtrawick@trawickb.com>

Cc: Wayne Trawick <wtrawick@cityoffoley.org>, Kevin Carnley <kcarnley@foleypolice.org>

Kelly, if Wayne approves please attach the email string showing his and Mike's approval along with the capital purchase form to your agenda item.

To date ya'll have received \$17,718 above the budgeted \$2,500 in donation revenue account 100-5041. This resolution can increase the donation revenue account budget by the full \$17,718 if you know all of the accounts/amounts you want to allocate the full \$17,718 to. If not, this resolution will increase police donation revenue account 100-5041 by \$9,000 and capital purchase expense account 100-608-7010 by \$9,000. Additional resolution(s) would be required to allocate the remaining \$8,718 of the over budget donation revenue to expense accounts.

Let me know if you have any questions.

Sue

From: Michael Thompson [mailto:mthompson@cityoffoley.org]
Sent: Monday, February 26, 2018 12:14 PM
To: Kelly O'Donnell
Cc: Wayne Trawick; Kevin Carnley; Sue Steigerwald
Subject: Re: Capital Purchase Worksheet to Purchase K9 with Donated funds

[Quoted text hidden]

Kelly O'Donnell <kodonnell@foleypolice.org>
To: Sue Steigerwald <ssteigerwald@cityoffoley.org>

Wed, Feb 28, 2018 at 8:32 AM

Happy hUMp day!!

Hi!

So, what do we do with this K9 purchase? We have been waiting on Wayne to reply so that I could complete the item in Legistar. Since we are past the due date of Monday at 1645, and Wayne has not replied yet...what do I need to do? As I think you know, in order to get the dog purchased in time for the K9 class this needed to be on the March 5th agenda. Help! Please:)

Look forward to hearing from you and I will see you in a bit for Dolly's send-off:) Thanks so much, Sue. I appreciate your guidance and patience more than words can say.

[Quoted text hidden]

Sue Steigerwald <ssteigerwald@cityoffoley.org>
To: Kelly O'Donnell <kodonnell@foleypolice.org>
Cc: Katy Taylor <ktaylor@cityoffoley.org>

Wed, Feb 28, 2018 at 4:11 PM

Kelly, It appears you are good to go on this and you need to get it submitted ASAP.

Katy, it appears there will be an add-on to your agenda.

From: Michael Thompson [mailto:mthompson@cityoffoley.org]
Sent: Wednesday, February 28, 2018 4:06 PM
To: Sue Steigerwald
Subject: Re: FW: Capital Purchase Worksheet to Purchase K9 with Donated funds

yes. He did not send an email but told me he was ok with it resterday when I saw him.

Mike

On Wed, Feb 28, 2018 at 3:52 PM, Sue Steigerwald <ssteigerwald@cityoffoley.org> wrote:

Hi Mike, did you ever hear from Wayne? If not, I can call him and if he agrees I can see if Katy will add this to her 3/5 agenda.

From: Kelly O'Donnell [mailto:kodonnell@foleypolice.org]
Sent: Wednesday, February 28, 2018 8:32 AM
To: Sue Steigerwald

[Quoted text hidden]

[Quoted text hidden]

Kelly O'Donnell <kodonnell@foleypolice.org>
To: Sue Steigerwald <ssteigerwald@cityoffoley.org>
Cc: Katy Taylor <ktaylor@cityoffoley.org>

Thu, Mar 1, 2018 at 7:50 AM

TY ladies!! Working on it right now:)

[Quoted text hidden]

HTTP://WWW.PSDK-9.COM

Subtotal	\$ 9,000.00
Shipping & Handling	\$
TOTAL	\$ 9,000.00