

## Council Agenda Report

Agenda Item No. 7 REV

Date: January 27, 2020

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**Submitted by:** Patrick Comiskey, City Manager

**Prepared by:** Patrick Comiskey, City Manager

**Subject:** Police Department Event Fund

**Recommendation:** That Council authorize the police department to post to a designated line item on the city's monthly cash report titled, "Police Department Events" documenting all vending receipts and donations received for police department events. If other donations are received for a specific purpose (such as protective vests), then a line item will be set up designating the donation to that specified purpose. The funds will be allocated to special events or the specified purpose when the police chief provides a written request to utilize the funds and states the special event or specified purpose the funds will be applied toward.

**DISCUSSION:** The city receives vending machine funds on a regular basis and donations for special events or projects on a periodic basis. City staff will post both to the appropriate account as set forth herein instead of having each receipt posted to an upcoming city commission meeting agenda for approval.

**Fiscal Impact:** None

**Enforcement Authority:** Mark Lewis, Police Chief

**Approved by:** Patrick Comiskey, City Manager

*See proposed procedure change*

**Council Agenda Report**

**Date:** January 27, 2020

**Prepared by:** Lisa Jones, Executive Assistant

**Submitted by:** Chief Mark K. Lewis, N.A.

**SUBJECT:** Pepsi proceeds

**Recommendation:** That Council allocate \$77.78 to the CPD Event Fund

**Discussion:** Cambridge Police Department received a check in the amount of \$77.78 for the percentage of the proceeds from the Pepsi machine at our facility. We request that the money be placed in the CPD Event Fund.

**Fiscal Impact:** Increase the Police Department FY20 CPD Event Fund by \$77.78

**Approved:**