



Agenda Cover Memorandum

Meeting Date: April 5, 2017

Fiscal Year: 2017

Meeting Type: Committee of the Whole City Council Budget Workshop

Item Title: Approve a purchase order increase for Union Pacific.

Item Type: Transfer Budget Amendment Purchase Order Other

Action Requested: Approval For Discussion Feedback Requested For Your Information

Staff Contact: A Lamberg, Acting Finance Director Phone: (847) 318-5214 Email: alamberg@parkridge.us

Background:

In accordance with Article 2, Chapter 9 of the City Code, staff is requesting council approval for a purchase order increase for Union Pacific in the amount of \$180.00. The original purchase order was for \$11,400.00, the purchase order will increase to \$11,580.00.

The City leases commuter parking space along Summit Ave. Through this lease, the City remits a monthly lease payment to Union Pacific. The monthly lease payment is based on the previous years' parking revenue. Based on revenue trends, the FY17 budget included a 5.5% increase in the monthly lease fee. The actual increase was 6.6%. A purchase order increase is needed to account for the variance between the budgeted increase and the actual increase.

This item was discussed at the March 27, 2017 Committee of the Whole meeting, and passed unanimously 6-0. Ald. Milissis was absent.

Recommendation:

Approve a purchase order increase for Union Pacific.

Budget Implications:

Does Action Require an Expenditure of Funds: Yes No

If Yes, Total Cost: \$11,580.00

If Yes, is this a Budgeted Item: Yes No Requires Budget Amendment

If Budgeted, Budget Code (Fund, Dept, Object): 501-3027-945200

Attachment(s), if any: