



MEMORANDUM

TO: Marc Ott, City Manager

FROM: Greg Canally, Budget Officer

DATE: May 22, 2008

SUBJECT: City Purchase of Plastic Water Bottles

Item # 24 on the May 22, 2008 Council Agenda is to approve a resolution directing the City Manager to eliminate City purchase of plastic water bottles for use inside governmental facilities in City Hall and to present a plan to the City Council for reducing plastic bottle use in all City operations.

Staff from the Purchasing Office will be available to work on this item. At this time, the fiscal and staffing impact for this item has not been determined. As this plan is developed, any fiscal or staffing impact from this item will be determined and reported to Council within 120 days.