DEPARTMENT OF PUBLIC UTILITIES **Ordinance. No. 294-2023**

Request for Legislation

An ordinance to authorize the Division of Public Utilities to create and to introduce an addition to the Section 129.231 Department of Public Utilities. DPU would like the authority to purchase food, beverages and mementos for events in the community and internal meetings.

Background/Purpose:

Purchase of food, beverages and mementos for Department of Public Utility

(a) The Director of Public Utilities is authorized to expend funds in order to provide food and non-alcoholic beverages for the following:

(1) Engagement, informational, or learning programs and events for the community sponsored by the Department of Public Utilities;

(2) Informational or learning programs and events for Department of Public Utility employees;

(3) Emergency operations or other events requiring Department of Public Utility employees to work overtime or provide coverage outside of the normal working conditions to ensure uninterrupted utility services provided by the divisions; and

(4) Department of Public Utility programs and events for employees and/or non-employees in connection with and in furtherance of the department's objectives.

Justification:

The Director of Public Utilities shall have the authority to expend funds in order to provide food, beverages, and mementos for events such as:

(1) Community Engagement events
(2) Informational or learning events for the community
(3) Informational or learning events for employees
(4) Situations as deemed appropriate by the Director outside regular working conditions

Examples of times this would be helpful.

1. Candy at parades throughout the year (CWD, WPC, CPP)
2. Donuts and coffee for information sessions for apprentice program (CWD, WPC, CPP)
3. Refreshments for the Water Plant Open House (CWD), Public Works Week Celebration (WPC), Public Power Week (CPP)
4. Lunch for Quarterly Service Directors (CWD)
5. Council of Governments (COG) meeting (CWD)
6. STEM program participants snacks (CWD, WPC, CPP)
7. Employees held over for various situations (CWD, WPC, CPP)

There are similar ordinances that exist in the City for other Departments including:

1. Human Resources – 123.031
2. Public Works – 131.10, 131.11
3. Clerk of the Cleveland Municipal Court – 127.48
4. Public Safety – 135.51, 135.52
5. Port Control – 139.08
6. Department of Aging – 145.05
7. Civil Service – 173.66

Anticipated Costs and funding source:

The total amount of funds expended for all of the above programs shall not exceed fifty thousand dollars ($50,000) per year.

Funding sources to be used:
50 -001
50-002
50-330
52-001
54-001
58-001