



# CITY OF MANZANITA

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DEPARTMENT: ADMINISTRATION  
STAFF REPORT  
CITY COUNCIL MEETING  
COUNCIL MEETING JANUARY 6, 2021

**TO:** Mayor and City Council  
**FROM:** John Kunkel, Interim City Manager  
**SUBJECT:** Electronic sign purchase

## RECOMMENDATION

Council approve the purchase of the electronic sign in the amount of \$15, 900.00.

## EXECUTIVE SUMMARY

During discussions regarding the latest State of Emergency mandates it was decided that the purchase of a second electronic sign was warranted. Our public works department looked at purchasing the sign and renting the sign. The cost of a monthly rental was \$750.00. In speaking with the public works director, he felt that usage of the sign after the present SOE, warranted the purchase versus renting of the unit.

Due to the SOE and timing of the next City Council meeting, a decision was made to purchase the sign. Tonight, staff is recommending Council approve the purchase to formalize the expenditure of funds.

## DISCUSSION

Earlier this year Council passed Resolution 20-04 which declared a local state of emergency to exist. Section 4 of that resolution authorizes the City Manager to take any and all necessary steps to coordinate a response to the emergency. The purchase of the electronic sign has been determined to fall under the provisions of section 2.

## FISCAL IMPACT

This is an unbudgeted expense. The funds for the purchase can come from account 10-4800, GF miscellaneous. This fund includes the \$25,000 received by the City for the current SOE. Also, a portion of the purchase can come from the road fund account.