

# Memo

**To:** City Council  
**From:** John Haggard, Finance Director / Treasurer  
**Re:** Sewer Hydraulic Model  
**Date:** February 20, 2024

The Sewer Department is requesting to enter into a contract with Insite Engineering to design a sanitary sewer hydraulic model.

This is a professional service and is therefore exempt from bid law.

The sewer fund has \$6.8M of budget for FY 2024 for capital purchases. Therefore, no budget adjustment is required.

Thanks,

A handwritten signature in black ink that reads "John Haggard". The signature is written in a cursive, flowing style.

John Haggard, CPA, CGFM