



CITY OF
FORESTPARK

City Council Agenda Item

Title of Agenda Item: Department of Planning & Community Development Surplus Office Furniture

Submitted By: Nicole Dozier

Date Submitted: August 26, 2024

Work Session Date: September 3, 2024

Council Meeting Date: September 3, 2024

Background/History: The Department of Planning & Community Development has to purchase office furniture to accommodate new staff members Director Nicole Dozier and Financial Tech Guadalupe Moreno. New furniture includes desks, a file cabinet, and chairs. Unused furniture will need to be surplus and moved along with an inoperable plotter that will be replaced. The cost of the replacement plotter is yet to be determined.

Action Requested from Council: Approval of surplus

Cost: \$
0

Budgeted for: X Yes No

Financial Impact: New office furniture for PCD Director and staff is estimated to be \$3,678.79.
