



## Memo to Council

### From the Office of Mayor Meghan Lahti

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Date: November 21, 2022

Subject: Funding for Mayor's Office Furniture

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To ensure the Mayor has a functional office there are a few furniture pieces that require updating. The current set up of the Mayor's office is not conducive to having productive meetings with the current furniture and set up. I would like to remove the current furniture (Chair's and Couch) and reutilize them outside of my office as a waiting area for people waiting to meet with me. I would like to then add a table and 6 chairs as a meeting area inside my office and replace the office chair with a functioning ergonomic chair.

The approximate cost to furnish my office with the needed items is \$4,000.00. There is a current budget remaining in Council's Contingency from the previous term for Mayor's furniture, with \$1,400.00 which can be used to go towards this.

Therefore, I am requesting additional funding from Council's contingency for \$2,600.00 to purchase the office furniture.

THAT funding in the amount of \$2,6000.00 be allocated from Council's Contingency for the Mayor's Office Furniture.