

## Department of Public Works

City Hall  
730 Washington Avenue  
Racine, Wisconsin 53403  
(262) 636-9121 - Public Works  
(262) 636-9191 - Engineering



Mark H. Yehlen, P.E.  
Commissioner of Public Works

Thomas M. Eeg, P.E.  
Asst. Comm. of Public Works/Operations

John C. Rooney, P.E.  
Asst. Comm. of Public Works/Engineer

14-10698

October 21, 2014

Alderman Shakoor II  
Chair, Finance and Personnel Committee

### RE: Transfer of Funds for Sign Cutter System

Dear Ald. Shakoor:

The current Sign Cutter System used to make City signs recently had a problem that cannot be repaired for a reasonable price, so I am requesting that it be replaced. We currently have no means to make our needed signs, so this shouldn't wait to be budgeted for in the future.

I would request that since we have funding available to replace this sign cutting unit in Account 994.400.5010, Solid Waste – Refuse Trucks, that a new account be created for "Sign Cutter System" and that funding in the amount of \$17,500 be transferred to this newly created account to cover this replacement cost. The Purchasing Agent can then execute the replacement of this defective unit.

Thank you for your consideration.

Very Truly Yours,

A handwritten signature in black ink that reads "Thomas M. Eeg".

Thomas M. Eeg, P.E.

Assistant Commissioner of Public Works/Operations

cc: Mark Yehlen  
Kathy Kasper  
Bill Folstrom  
Dave Brown