

ACTION FORM

PROCEEDING Council Meeting	FORM NUMBER: 2024-013
DEPARTMENT OF ORIGIN: Town Hall	DATE SUBMITTED: 12/6/2024
PREPARED BY: Erin Ellinger and Mike Locke	
SUBJECT: Council Room Ceiling Fan	
REFERENCE: N/A	
RELATED PROJECT: N/A	
REVIEWED BY: Erin Ellinger	
EXHIBITS: N/A	
EXPENDITURE REQUIRED: \$ 2,032.49	AMOUNT BUDGETED: N/A
FUNDING SOURCE (Dept./Page in CIP & Budget):	
GRANT DATA (if applicable):	
Grant Name: N/A	
Matching Funds required? If Yes, how much?	
TIME TIMETABLE:	
December 2024	
RECOMMENDED ACTION:	

BACKGROUND AND ANALYSIS

This estimate includes all installation and purchase of 84" ceiling fan.