

**CITY OF CHARLOTTE**  
**DEPARTMENT OF FINANCE & TREASURE**  
**INTEROFFICE MEMORANDUM**

**TO:** MAYOR LEWIS, CITY COUNCIL AND MANAGER GUETSCHOW  
**FROM:** CHRISTINE K. MOSSNER, FINANCE DIRECTOR  
**SUBJECT:** QUESTIONS REGARDING THE SEPTEMBER 12, 2016 CLAIMS SUBMITTED FOR PAYMENT  
**DATE:** SEPTEMBER 9, 2016

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The following questions were received from Councilmember Bahmer regarding specific items submitted for payment.

- On page #2, there is a charge from Apollo Fire Equipment with the description of "test/service rescue tools." The dollar amount is \$1,330.06. I am curious what equipment is tested and serviced during this process?
  - All of the department's rescue tools (e.g. hurst tools, jaws of life, spreaders, cutters, etc.) are required to be certified annually.
  
- On page #4, Best Aire CSI has a claim for \$2,932.89 for replacement of a blower. Page #16 harbors an expenditure of \$1,342.32 for an air dryer repair courtesy of Grainger Products, page #18 has an expense regarding Kennedy Industries for pulling a trickling filter pump for \$864.75, and page #24 has a secondary sludge flow motor from Oudbier for \$780. Given that all of these items in some capacity relate to various sewer funds in the city, is it correct assuming these things are associated with the ongoing grit chamber renovation project?
  - No, none of these items relate to the grit chamber renovation project. All of these items are merely stand-alone general maintenance/operating expenditures of the waste-water treatment plant.
  
- On page #8, Chrouch Communications is charging the city \$318.75 for radio ear pieces for the police department. Certainly the description is self-evident, so my only question, remembering a similar charge from the last claims and accounts, is how often are these items replaced? Perhaps we are slowly rotating out old equipment?
  - The ear pieces that were paid for on the last claims were for combined microphones with ear pieces. This invoice is for ear pieces that will be added to existing adaptable microphones. With these two purchases, the entire department will now have ear piece microphones.
  
- On page #9, Consultants on Call is supplying the sewer administration fund with a desktop computer for \$1,465. Is it an accurate assumption to state that this

computer comes with sophisticated software already downloaded and ready for immediate use by that department?

- Yes, all computers purchased are loaded with the city's standard operating system and software products.
- On page #13, there is a claim for \$1,729.59 for a new hydrant from EJ USA. Is this hydrant a portion of the Sheldon Street reconstruction project or located elsewhere?
  - No, this hydrant was placed on Reynolds Road to replace a hydrant that was capped off at that location approximately ten years ago.
- On page #18, Jett Pump and Valve is being paid \$807.50 to pull and reinstall a pump at the Lansing Lift Station. I am merely curious about what malfunction occurred at that station to necessitate this procedure?
  - We were experiencing a seal failure on the pump and the department is not equipped to pull and replace the Lansing Lift Station's larger size pump in-house.
- On page #22, MMLLPP has a claim with the heading "Collections through 6/30/16." The charge is for \$1,456.83. What is this for?
  - This is the first pass through payment to our insurance company for restitution payments received from Carrie Bowerman. These payments are scheduled to occur on a quarterly basis depending on the payments we receive from Ms. Bowerman, if any.
- And finally, generally, I was wondering about the accounting procedures required for when claims pass through that are charged to an annexed taxing jurisdiction. For instance, I notice that this week we have a couple expenditures related to the Recreation Co-Op. Does the City of Charlotte always have to show monetary flows for the Rec Co-Op while doing claims, or are we acting as a middle man between two parties in those instances, thereby necessitating the accounting for spending dollars that are passing through the hands of the city?
  - The City of Charlotte acts as the fiscal agent for the Charlotte Area Recreation Cooperative (Fund 800) and Camp Frances (Fund 285). As such, all of their claims are processed through the city's claims process and therefore, are included on the reports.