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Department of Utilities  
Water Treatment Facility  
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**TO:** Chairperson Lobner and Members of the CEA Review Committee  
**FROM:** Chris Shaw, Utilities Director  
**DATE:** March 19, 2021  
**RE:** *Request from Department of Utilities to remove JD Tractor #1508*

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The Department of Utilities, Water Division, is requesting the removal of the John Deere Tractor #1508 without replacement.

The vehicle has been held for 15 years and has been used for snow removal. It was also used by the Stormwater Utility for brush removal. The common sharing of costs between departments allowed the department to justify the expense.

Currently, the Water Division requires minimal use from Vehicle #1508. Additionally, the Stormwater Utility has other means for brush removal. As such, the Water Division cannot support the replacement or maintenance of this vehicle.

Vehicle #1508 has a replacement fund balance of \$34,000. Without a replacement, the balance should offset the upgrade to Vehicle #1521 (under separate cover).

I appreciate your consideration of this matter.