



**DATE:** October 16, 2025  
**TO:** Clean and Green Commission  
**FROM:** Maintenance Services Director  
**SUBJECT:** Clean and Green Commission Expenditure Allocation

### **RECOMMENDATION**

That the Clean and Green Commission authorize an allocation not to exceed \$2,300 to replenish the inventory of Clean and Green Commissioner shirts and vests.

### **SUMMARY**

The inventory of Clean and Green Commissioner shirts and vests need to be replenished.

### **BACKGROUND**

The Clean and Green Commission authorized the purchase of shirts and vests for its commissioners in 2023.

### **DISCUSSION**

The Clean and Green Commission authorizes staff to make expenditures under \$500 without approval, expenditures over \$500 must be presented to the Commission for review, discussion, and approval. The total cost to replenish vests and shirts is anticipated to cost approximately \$2,000 to \$2,300; shirts will be rebranded and ordered for all commissioners.

### **FISCAL AND ECONOMIC IMPACT**

The cost of replenishing Commissioner shirts and vests will be deducted from the Clean and Green Commission Fiscal Year 2026 budget.

### **NEXT STEPS**

Upon approval, staff will facilitate the procurement process and report the final cost in the February 2026 Financial Report.

*Prepared by:* Colleen Kamai, Administrative Supervisor

*Recommended by:* Armando Quintero, Streets Maintenance Manager

Approved by:



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Todd Rullman, Maintenance Services Director