



CITY OF HOLLYWOOD
INTER-OFFICE MEMORANDUM
Public Utilities Administration

DATE: March 17, 2016

File: PU-16-21

TO: Wazir Ishmael, Ph.D., City Manager

VIA: Steve Joseph, P.E., Director
Department of Public Utilities

3/17/16

FROM: Ali Parker, Regulatory Compliance Officer
Coordinator - Water Conservation Poster Contest *AP*

SUBJECT: May 4th Commission Agenda Presentation
Request for Time Certain

ISSUE:

Request for a time certain for the Award Presentation to the winners of the 2016 "Drop Savers" Water Conservation Poster Contest at the May 4th Commission Meeting.

EXPLANATION:

Since 1994, the City has participated in the "Drop Savers" Water Conservation Poster Contest for five grade divisions, K-1st, 2nd-3rd, 4th-5th, 6th-8th, 9th-12th, and Special Needs during Drinking Water Week which occurs the first week of May of each year. This contest is sponsored by the Florida Section of the American Water Works Association. The Public Utilities Department makes an award presentation to the winning students the first Commission Meeting in May in conjunction with Drinking Water Week which is May 1-7, 2016. The winning posters are displayed in the lobby on the 2nd floor of City Hall the week of the presentation.

This year the presentation of awards to the winners of the "Drop Savers" Water Conservation Poster Contest will be on Wednesday, May 4th. I respectfully request your approval for this presentation to be time certain at 5:00 p.m. enabling the students, parents, teachers, and Principals to attend after school hours. Thank you for your consideration.

RECOMMENDATION:

Please approve a time certain of 5:00 p.m. on the May 4th Commission Meeting Agenda for the presentation of awards to the winners 2016 "Drop Savers" Water Conservation Poster Contest Award Presentation.

APPROVED BY: *[Signature]*
Wazir Ishmael, Ph.D., City Manager

Date: *3/23/16*

C: Patricia A. Cerny, MMC, City Clerk