

AGENDA ITEM FOR ADMINISTRATIVE MEETING

() Discussion only

(X) Action

FROM (DEPT/ DIVISION): Douglas R. Olsen
County Counsel

SUBJECT: Elevator Maintenance Payable

<p>Background: The annual payable for courthouse elevator maintenance is before the Board for approval due to the amount.</p>	<p>Requested Action: Approve payable to Otis Elevator Co. for elevator maintenance in the amount of \$14,174.49</p>
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ATTACHMENTS: Payable

Date: (November 21, 2018) Submitted By: Douglas R. Olsen

*****For Internal Use Only*****

Checkoffs:

- () Dept. Head (copy)
- () Budget (copy)
- () Fiscal
- (X) Legal (copy)
- () (Other - List:)

To be notified of Meeting:
Dan Lonai

Needed at Meeting:

Scheduled for meeting on: January 9, 2019

Action taken: