



## CITY OF MELROSE

### Auditors Office

Patrick D. Dello Russo, MBA  
*CFO/City Auditor*

City Hall, 562 Main Street  
Melrose, Massachusetts 02176  
Auditor - (781) 979-4110

## MEMORANDUM

To: Melrose City Council

From: Patrick D. Dello Russo, MBA  
CFO/City Auditor

Date: June 1, 2022

Re: Free Cash Order 2022-138

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The free cash appropriation requested in the amount of \$10,000 to line item 019302-537500 is for upgrades to office equipment. There is currently no line item specific to this item in the Fiscal 2022 or Fiscal 2023 budget for all departments. This money would allow us to purchase office equipment needs as they arise with departments.

The City tries to recycle and reuse equipment in most circumstances. However, there are situations where the office equipment is no longer functional and needs to be replaced.

Thank you for your consideration of this request.