

ADVERTISING AUTHORITY

This form must be completed and approved by the City Finance Office prior to presenting items to the Common Council and/or Committees of the Common Council. This covers all items which require formal bids, currently anything over \$25,000 (except emergency and repair costs).

- I. PROJECT ID NO.: _____
- II. PROJECT NAME: _____
- III. Project/Item(s) Description: 11' High Capacity Mower
- IV. BID LETTING DATE: _____
- V. (If applicable) Grant No.: _____
 Funding Source: _____
 Estimated Completion Date: _____
 Estimated Grant Receipt Date: _____

VI. ESTIMATED COST OF PROJECT/ITEM(S) \$ 30,000

VII. BASIS OF PAYMENT	Assessed		Non-Assessed	
	Single Payment		Partial Payment	

VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$

IX. APPROPRIATION DATA

Fund 0101 _____

Department 0607 _____

Line Item 4360 _____

X. DEPARTMENT/DIVISION:

Tom Van Deusen Date 12/27/07
 PROJECT MANAGER

Tom Van Deusen Date 12/27/07
 DIVISION MANAGER

[Signature] Date 01-02-2008
 PARKS AND RECREATION DIRECTOR

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes	No	
Appropriation	<u>11/8/08</u>	<u>JBA</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>	Investment Desk Parks and Recreation Parks Division Project Manager
Cash Flow	---	---	<input type="checkbox"/>	<input type="checkbox"/>	
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