

**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: Aerial Lift Truck
- 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) \$ 60,000

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

VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
<b>Total</b>	\$	\$	\$	\$	\$

IX. APPROPRIATION DATA

Fund 0101 \_\_\_\_\_  
 Department 0607 \_\_\_\_\_  
 Line Item 4360 \_\_\_\_\_

X. DEPARTMENT/DIVISION:

Gary Garner Date 3/23/10

PROJECT MANAGER

Lon Van Deusen Date 3/24/10

DIVISION MANAGER

[Signature] Date 8-3-10

PARKS AND RECREATION DIRECTOR

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes	No	
Appropriation	<u>8/4/10</u>	<u>[Initials]</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"/>	
	—	—	<input type="checkbox"/>	<input type="checkbox"/>	