

ADVERTISING AUTHORITY

This form must be completed and approved by the City Finance Office prior to presenting items to the City Council and/or Committees of the City 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: Self-propelled Easement Machine
 III. Project/Item(s) Description: Machine used for jetting backyards and hard to reach areas.

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) \$ 23,000

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

VIII. DISBURSEMENT SCHEDULE

Date	Amount	Amount	Amount	Amount	Amount
6/1/2003	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
	\$	\$	\$	\$	\$
Total	\$	\$	\$	\$	\$

IX. APPROPRIATION DATA

Fund 604

Department 7071

Line Item 4360

X. DEPARTMENT/DIVISION:

Project Manager: John Wagner Date 3/27/2003

Date _____

DEPARTMENT/DIVISION MANAGER Signature

Date _____

PUBLIC WORKS DIRECTOR Signature

FINANCE OFFICE USE ONLY			Approved		Carbon Copy
	Date	Initial	Yes	No	
Appropriation					Investment Desk
Cash Flow					Public Works
					Engineering
					Project Manager