

SUMMARY OF BUDGET
REQUIREMENTS
2007 - 2008

DEPARTMENT PROMOTIONAL
DIVISION 286 PROMOTIONAL

FUND 101 GENERAL

I APPROVE THIS ESTIMATE OF REQUIREMENTS FOR 7-1-07 THRU 6-30-08
AND PRESENT MY REQUESTS FOR APPROPRIATIONS.

DEPARTMENT HEAD:



ACCT NO	CLASS	EXPENDED 04 05	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
	ORDINARY RECURRING EXPENSES					
	PERSONAL SERVICES					
	TOTAL PERSONAL SERVICES	\$ 0	\$ 0	\$ 0	\$	\$
	SUPPLIES AND MATERIALS					
728 00	OFFICE SUPPLIES	\$ 1,079	\$ 0	\$ 0	\$	\$
730 00	POSTAGE	194	20	50	50	
757 00	OPERATING SUPPLIES	0	2,796	0		
759 00	PHOTOGRAPHIC SUPPLIES	27	29	50	50	
	TOTAL SUPPLIES & MATERIALS	\$ 1,300	\$ 2,845	\$ 100	\$ 100	\$
	CARRIED FORWARD	\$ 1,300	\$ 2,845	\$ 100	\$ 100	\$

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	BROUGHT FORWARD	\$ 1,300	\$ 2,845	\$ 100	\$ 100	\$
818 00	CONTRACTUAL SERVICES					
873 00	CONTRACTUAL SERVICES	\$ 878	\$ 2,654	\$ 500	\$ 2,900	\$
881 00	TRAVEL & TRAINING	2,621	0	0		
884 00	CHRISTMAS DECORATIONS	1,459	1,905	0		
901 00	NEWSLETTER	16,706	16,849	17,000	17,000	
	ADVERTISING	5,837	10,167	6,000	6,000	
	TOTAL CONTRACTUAL SERVICES	\$ 27,501	\$ 31,575	\$ 23,500	\$ 25,900	\$
	TOTAL ORDINARY RECURRING EXPENSES	\$ 28,801	\$ 34,420	\$ 23,600	\$ 26,000	\$
	CAPITAL OUTLAY					
	TOTAL CAPITAL OUTLAY	\$ 0	\$ 0	\$ 0	\$	\$
	TOTAL FOR DIVISION	\$ 28,801	\$ 34,420	\$ 23,600	\$ 26,000	\$

ANALYSIS OF BUDGET REQUIREMENTS FOR 07-08

730-00 POSTAGE

FUND: 101 GENERAL
 DIVISION: 286 PROMOTIONAL

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 20	\$ 50	\$ 50	\$
			----- \$ 50	----- \$

759-00 PHOTOGRAPHIC SUPPLIES

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 29	\$ 50	\$ 50	\$
			\$ 50	\$

818-00 CONTRACTUAL SERVICES

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 2,654	\$ 500	\$ 2,900	\$
			\$ 2,900	\$

884-00 NEWSLETTER

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
----- PREVIOUS YEARS TOTALS	\$ 16,849	\$ 17,000		
CITY NEWSLETTER (PRINTING & POSTAGE)			\$ 17,000	\$
-----			\$ 17,000	\$

901-00 ADVERTISING

DESCRIPTION	EXPENDED 05 06	BUDGET 06 07	REQUESTED 07 08	RECOMMENDED 07 08
PREVIOUS YEARS TOTALS	\$ 10,167	\$ 6,000		
ADVERTISING			\$ 6,000	\$