

**IN CITY COUNCIL
CITY OF CAMBRIDGE
February 23, 1998**

INTRODUCED BY CITY MANAGER ROBERT W. HEALY

AN ORDER CONCERNING APPROPRIATIONS FOR THE FISCAL YEAR BEGINNING JULY 1, 1997

ORDERED: That in addition to sums previously appropriated by the City Council for the fiscal period 1997-98 the following sum is hereby appropriated in the General Fund of the City of Cambridge:

OTHER						
FUNCTION	DEPARTMENT OR PROGRAM	SALARY & WAGES	ORDINARY MAINTENANCE	TRAVEL & TRAINING	EXTRAORDINARY EXPENDITURES	APPROPRIATIONS
General Government	Clerk's Office		\$19,145			\$19,145.00

BE IT FURTHER ORDERED: That the above acceptance and appropriation in the Grant Fund to be financed by estimated revenues drawn from the following sources:

FINANCING PLAN

Free Cash

REVENUE

\$19,145.00

In City Council February 23, 1998.

Adopted by a yeas and nays vote:-

Yeas 8; Nays 0; Absent 0; Present 1.

Attest:- D. Margaret Drury, City Clerk.

A true copy;

ATTEST:-

D. Margaret Drury
City Clerk

City of Cambridge

MASSACHUSETTS

In City Council 2/23, 1998

Consent Agenda Items # 11

	YEA	NAY	ABSENT	PRESENT
Ms. Kathleen L. Born	✓			
Ms. Henrietta Davis	✓			
V. Mayor Anthony Galluccio	✓			
Mr. Kenneth E. Reeves	✓			✓
Ms. Sheila T. Russell	✓			
Mr. Michael A. Sullivan	✓			
Mr. Timothy J. Toomey, Jr.	✓			
Ms. Katherine Triantafillou	✓			
Mayor Francis H. Duehay	✓			

8 0 0 1



OFFICE OF THE CITY CLERK

CITY OF CAMBRIDGE

(617) 349-4260

FAX (617) 349-4307

tty/TDD (617) 492-0235

D. MARGARET DRURY
CITY CLERK

DONNA P. LOPEZ
DEPUTY CITY CLERK

TO: Robert W. Healy, City Manager
FROM: D. Margaret Drury, City Clerk
DATE: February 4, 1998
RE: Request for Additional FY98 Funds

Due to higher than expected expenses for advertising and printing in the first half of FY98, I am hereby requesting a transfer of additional funds as set forth below. Please note that printing expenses have resulted in the utilization by the City Clerk's Office of funds that would otherwise have been used for other operating expenses.

Printing	\$3,000
Supplies	\$1,780
Stationery	\$1,100
Linen ledger paper	
& state paper	\$ 800
55010	\$5,460

Advertising expenses continue to increase. In FY97, \$6,105 was budgeted for advertising; \$14,657 was actually spent, \$11,105 of FY97 funds and \$3,552 of FY98 funds. In FY98, the budget was increased to \$11,105, and that amount has actually been spent to date. There is also an outstanding invoice for \$1,182. Advertising costs for September through November 1997 were \$2,837 per month. I am requesting \$2,500 per month for the remaining five months of FY98, along with \$1,182, for a total of \$13,682.

56010	13,682
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Total Request	\$19,142
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PRINT SHOP REVOLVING FUND

DATE	ACTIVITY	COST
7/22/97	17 pages - 25 copies	\$ 6.00
7/22/97	16 pages - 25 copies	\$ 6.00
8/1/97	422 pages - 100 copies	\$ 516.00
8/4/97	25 pages - 50 copies	\$ 18.00
8/4/97	240 pages - 30 copies	\$ 90.00
8/5/97	Jan. 1, 1997 - June 30, 1997	\$3,018.00
8/13/97	5 pages - 50 copies	\$ 6.00
8/27/97	131 pages - 75 copies	\$ 142.00
9/4/97	60 pages - 60 copies	\$ 60.00
9/12/97	69 pages - 100 copies	\$ 90.00
9/19/97	42 pages - 100 copies	\$ 120.00
9/23/97	12 pages - 50 copies	\$ 12.00
9/26/97	94 pages - 100 copies	\$ 120.00
10/3/97	97 pages - 100 copies	\$ 147.00
10/17/97	171 pages - 100 copies	\$ 22.00
10/24/97	121 pages - 100 copies	\$ 182.00
10/31/97	103 pages - 100 copies	\$ 154.00
11/19/97	174 pages - 100 copies	\$ 245.00
11/21/97	79 pages - 100 copies	\$ 112.00
11/24/97	Outside printing job - Benjamin Franklin	\$ 697.00
12/12/97	138 pages - 100 copies	\$ 196.00
12/12/97	80 pages - 1 copy	\$ 21.00
12/19/97	116 pages - 100 copies	\$ 168.00
1/9/98	162 pages - 100 copies	\$ 231.00
1/23/98	160 pages - 100 copies	\$ 224.00 (O.D.)
1/30/98	222 pages - 100 copies	\$ 315.00 (O.D.)
		\$6,379.00
		=====
		\$ 539.00 -



CITY OF CAMBRIDGE
CAMBRIDGE, MASSACHUSETTS 02139

TEL 349-4300
FAX 349-4307



EXECUTIVE DEPARTMENT
ROBERT W. HEALY
City Manager

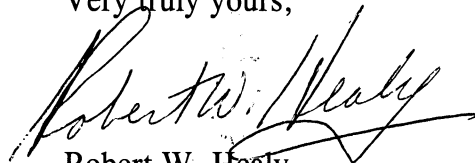
RICHARD C. ROSSI
Deputy City Manager

February 23, 1998

To The Honorable, The City Council:

I am hereby requesting the appropriation of \$19,145.00 in the General Fund of the City Clerk's Office Other Ordinary Maintenance Account from Free Cash. These funds will be used to cover increases in both printing and advertising costs.

Very truly yours,



Robert W. Healy
City Manager

RWH/mec

Consent Agenda #11

F-15

Relative to an order requesting
the appropriation of \$19,145 to cover
increases in both printing and
advertising costs.

In City Council February 23, 1998

ORDER ADOPTED

8-0-0-1