



APPROVED  
BY THE CITY COUNCIL

JAN 13 1987

OFFICE OF THE  
CITY CLERK

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DEPARTMENT OF  
PUBLIC WORKS

ENGINEERING DIVISION

CITY OF SACRAMENTO  
CALIFORNIA

CITY HALL  
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915 I STREET  
SACRAMENTO, CA  
95814-2608

916-449-5307

THOMAS M. FINLEY  
ENGINEERING DIVISION  
MANAGER

CITY MANAGER'S OFFICE  
RECEIVED  
JAN 7 1987

January 13, 1987

City Council  
Sacramento, California

Honorable Members in Session:

Subject: Lighting of Parking Lot X (VC01) - Contract Completion

SUMMARY

Grason Electric Company has completed the above referenced project under Project VC01, Council Contract No. C086044 dated October 3, 1986. The contract work was completed October 24, 1986 at a total cost of \$5,775.00. Acceptance of the contract is recommended.

BACKGROUND

Lot X is a project undertaken by the City to provide parking in the area of the Crocker Art Museum. City crews have installed the needed drainage facilities and a previous contract provided the paving of the lot. The lighting needed in this area was installed under the terms of this contract.

FINANCIAL

Funds currently budgeted to this project are sufficient to cover the costs of construction.

The first part of the document discusses the importance of maintaining accurate records of all transactions. It emphasizes that every entry should be supported by a valid receipt or invoice. This ensures transparency and allows for easy auditing of the accounts.

In addition, the document outlines the procedures for handling discrepancies. If there is a difference between the recorded amount and the actual amount received or paid, it is crucial to investigate the cause immediately. This could be due to a clerical error, a missing receipt, or a potential fraud.

The second part of the document provides a detailed breakdown of the monthly financial statements. It includes a summary of the total income, expenses, and the resulting net profit or loss for each month. This information is essential for understanding the overall financial health of the business.

Furthermore, the document discusses the importance of budgeting and forecasting. By setting a budget for each month, the business can control its expenses and ensure that it is staying on track. Forecasting allows the business to anticipate future trends and make informed decisions about investments and operations.

Finally, the document concludes with a strong recommendation for regular financial reviews. It suggests that the business owner should meet with a qualified accountant or financial advisor on a regular basis to review the accounts and provide professional advice. This will help the business to maximize its profitability and ensure long-term success.

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City Council  
Lighting of Parking Lot X (VC01) - Contract Completion  
January 13, 1987  
Page 2

RECOMMENDATION

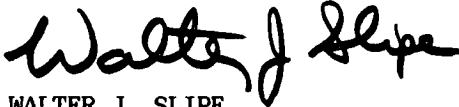
It is recommended that the City Council:

1. Accept the project.
2. Authorize the filing of the Notice of Completion and Acceptance of Work with the County Recorder.
3. Authorize final payment.

Respectfully submitted,

  
 THOMAS M. FINLEY  
 Engineering Division Manager


Recommendation Approved:

  
 WALTER J. SLIPE  
 City Manager

SO:mw  
S02-07  
12.2986

February 17, 1987

Approved:

  
 MELVIN H. JOHNSON  
 Director of Public Works

January 13, 1987  
District No. 1

APR 10 1964

THE UNIVERSITY OF CHICAGO  
DEPARTMENT OF CHEMISTRY

CHICAGO, ILLINOIS

APRIL 10, 1964

DR. ROBERT M. WAYNE  
DEPARTMENT OF CHEMISTRY  
UNIVERSITY OF CHICAGO  
5700 SOUTH CAMPUS DRIVE  
CHICAGO, ILLINOIS 60637

Dear Dr. Wayne:

I have received your letter of April 8, 1964, regarding the matter of the University of Chicago's interest in the proposed research project of yours and Dr. [Name] concerning the synthesis of [Chemical Name].

The University of Chicago is pleased to have your interest in this project.

The University of Chicago is currently conducting research in this area and we are interested in your proposed work. We would like to discuss the details of your project with you and Dr. [Name] at a later date.

We will contact you again in the near future.

Sincerely,  
[Name]

Director, [Department]

University of Chicago

Chicago, Illinois