ORDINANCE ATTACHMENT

AC Template (for authorizing expenditures)

*AC lines increment by 10 (i.e. line 1 = 10, line 2 = 20, etc.)

If AC has fewer than three lines please delete unnecessary rows; if more than 3 lines please insert rows.

Ord Number
0377-2023

Type of AC Requested	Purchase Requisition (PR)#
ACPO	

Line # of AC	Procurement Category	Dept	Div	Obj Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Planning Area	Amount
10		45	4550	03	63920	1000	100018	CW001							25,000.00
20		45	4550	03	63920	1000	100010	CW001							25,000.00
30															
TOTAL															**50,000.00**

ORDINANCE ATTACHMENT

Template To Authorize Transfer Between Different Funds

If fewer than three lines are needed please delete rows

If more than 3 lines are needed lease insert rows.

Ord Number	

TRANSFER FROM

Line #	Dept	Div	Obj Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Amount
1													
2													
3													

TRANSFER TO:

Line #	Dept	Div	Obj Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Amount
1													
2													
3													

ORDINANCE ATTACHMENT

Template for Authorizing Appropriation

If fewer than three lines are needed please delete rows

If more than 3 lines are needed please insert rows.

Ord Number
0377-2023

Line #	Dept	Div	Obj Class	Main Acct	Fund	Subfund	Program	Section 3	Section 4	Section 5	Project ID	Amount
1	45	4550	03	63920	1000	100018	CW001					25,000.00
2												
3												

ORDINANCE ATTACHMENT

Template To Authorize Transfer Between Projects or Subfunds WITHIN the Same Fund

If fewer than three lines are needed please delete rows

If more than 3 lines are needed lease insert rows.

Ord Number	
0377-2023	

Transfer From:

Line #	Dept	Div	Obj Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Amount
1	45	4501	10	69101	1000	100010	FN005						$ 75,000.00
2													
3													
TOTAL													$ 75,000.00

Transfer To:

Line #	Dept	Div	Obj Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Amount
1	45	4550	03	63920	1000	100010	CW001						$ 25,000.00
2	40	4003	03	63990	1000	100010	CW001						$ 50,000.00
3													
TOTAL													$ 75,000.00