

*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

Ordinance Attachment - AC Template (Expenditure Authorization)

Ord Number
3332-2025

Type: ACDI, ACPO,ACPR	Purchase Requisition (PR)#
ACPO	N/A

Line # of AC	Project ID	Procurement Category	Dept	Div.	Ob. Class	Main Acct	Fund	Subfund	Program	Sect 3	Sect 4	Sect 5	Header	Optional Field	Planning Area	Amount	Project Name
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**If fewer than three lines please delete unnecessary rows; if more than 3 lines please insert rows*

Ordinance Attachment

Template to Authorize Appropriation Transfer

Ord Number
3332-2025

Line # of AC	Dept	Div.	Ob. Class	Main Acct	Fund	Subfund	Program	Sect 3
1	59	5901	03	63990	2265	000000	CW001	N/A

Line # of AC	Dept	Div.	Ob. Class	Main Acct	Fund	Subfund	Program	Sect 3
1	59	5901	05	65026	2265	000000	CW001	N/A

Sect 4	Sect 5	Project ID	Optional Field	Amount	Project Name
N/A	N/A	N/A	N/A	\$ 50,000.00	N/A
		Appn Transfer OUT		\$ 50,000.00	

Sect 4	Sect 5	Project ID	Optional Field	Amount	Project Name
N/A	N/A	N/A	N/A	\$ 50,000.00	N/A
		Appn Transfer IN		\$ 50,000.00	