

**ORDINANCE ATTACHMENT - (appropriate Reserve Fund)****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
1836-2017

Line #	Dept	Div	Obj Class	Main Acct	Fund	Fund Name	Subfund	Program	Section 3	Section 4	Section 5	Project ID	Amount
1	60	6005	10	69102	6102	Sewer Sys. Reserve Fund	610203	CW001	n/a	n/a	n/a		\$500,000.00
2	60	6005	06	66410	6109	Sewer G.O. Bonds	n/a	SD003	n/a	n/a	n/a	P650260- 100200 (New)	\$500,000.00

**ORDINANCE ATTACHMENT (transfer Reserve to Loan fund example below)**

**Template To Authorize Transfer Between Different Funds**

*If fewer than three lines are needed please delete rows*

*If more than 3 lines are needed please insert rows.*

Ord Number
1836-2017

**TRANSFER FROM (Reserves):**

Line #	Div	Obj Class	Main Acct	Fund	Fund Name	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Amount
1	6005	10	69101	6102	Sewer Sys. Reserve Fund	610203	CW001	n/a	n/a	n/a		n/a	(\$500,000.00)

\*69101 - always use for Transfers Out

**TRANSFER TO (Sanitary G.O. Bonds Fund):**

Line #	Div	Obj Class	Main Acct	Fund	Fund Name	Subfund	Program	Sect 3	Sect 4	Sect 5	Project ID	Optional Field	Amount	Project Name
1	60	80	49001	6109	Sewer G.O. Bonds	n/a	SD003	n/a	n/a	n/a	P650260-100200 (New)	n/a	\$500,000.00	General Engineering Consultant Services (GEC) #3

**ORDINANCE ATTACHMENT (EXPENDITURE)**

**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.

<b>Ord Number</b>
1836-2017

<b>Type of AC Requested</b>	<b>Purchase Requisition (PR)#</b>
ACPO	n/a

Line # of AC	Purchase Category	DEPT	Div	Obj Class	Main Acct	Fund	Fund Name	Subfund	Program	Project ID	Sect 3	Sect 4	Sect 5	Optional Field	Planning Area	Amount	Project Name
10	Engineering and Research and Technology Based Services	60	6005	06	66410	6109	Sewer G.O. Bonds	n/a	SD003	650260-100200 (NEW)	NA	NA	NA	NA	99	\$500,000.00	General Engineering Consultants Services (GEC) #3