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.

Ord Number
3138-2017

Environmental
Systems Research
Institute (ESRI)

Type of AC Requested	Purchase Requisition (PR)#
ACPR	n/a

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	Project Name
10	Engineering and Research and Technology Based Services	47	47-02	06	66530	5105	n/a	CW001	470201	IT03	n/a	P470047-100005	n/a	99	$50,000.00	Enterprise System Upgrades-GIS

Types of AC's: ACPR – for expenditures from a UTC or those that haven't yet been bid.
ACPO – for all other expenditures that do not qualify for ACPR above.
Purch. Req: This is the purchase requisition (PR) number if one exists: e.g. PR123456. If there is no PR, indicate n/a.
AC line numbers begin with 10 and increment up by 10 (i.e. line 1 = 10, line 2 = 20, etc.)
Procurement Category: This is only required for grants and projects. The City Procurement Division
has a list that can be searched at the Auditor's intranet site. The title of the Procurement Category
must be typed in EXACTLY in DAX for the system to recognize it.
Project ID: For **capital** projects this will be the project and subproject (project detail): e.g. P123456-100000.
For grants there are no subprojects: e.g. G123456.
If there is no project or grant, indicate n/a.

ORDINANCE ATTACHMENT - (<mark>appropriate Reserve Fund</mark>)
Template for Authorizing Appropriation
If fewer than three lines are needed please delete rows
If more than 3 lines are needed lease insert rows.

Ord Number

Line #	Dept	Div	Obj Class	Main Acct	Fund	Subfund	Program	Section 3	Section 4	Section 5	Project ID	Amount

ORDINANCE ATTACHMENT <mark>(transfer Reserve to Loan fund)</mark>
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 <mark>FROM</mark>

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

TRANSFER <mark>TO</mark>

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