



BUDGET TRANSFER REQUEST

(replaces Budget Appropriation Form)

Accounting Period:	Accounting Month/Year:	Journal Entry:
--------------------	------------------------	----------------

DEPARTMENT: Water Utilities	DATE: 02/10/2022
-----------------------------	------------------

FROM ACCOUNT # (Note 1)	ACCOUNT DESCRIPTION	AMOUNT
428-5090-538-63-15 SG1803	Improve Other than Build / Infrastructure	59048.54

TO ACCOUNT # (Note 1)	ACCOUNT DESCRIPTION	AMOUNT
428-5090-538-63-15 SG1804	Improve Other than Build / Infrastructure	59048.54


Explanation required:

Change Order #4 to R&D Paving for the Park of Commerce Phase 2 Project is for the additional work involved with unforeseen conditions involving roadway, subsurface soils, private property harmonization and underground utility work.

REQUESTED BY (Originator)	<i>Title</i>	<i>Telephone Ext.</i>
<i>Print Name:</i> Giles Rhoads	Asst. Director of Water Ut	1640

Signature: Giles Rhoads Digitally signed by Giles Rhoads
Date: 2022.02.10 15:20:12 -05'00'

APPROVED BY DEPARTMENT DIRECTOR	<i>Title</i>	<i>Telephone Ext.</i>
<i>Print Name:</i> Brian Shields	Director Of Water Utilities	1675

Signature:  Brian Shields
2022.02.10 15:22:41 -05'00'

*** * * * FINANCE USE ONLY * * * ***

FINANCE APPROVED	<i>Name</i>	<i>Date</i>
<i>Signature:</i>		

FINANCE POSTED	<i>Name</i>	<i>Date</i>
<i>Signature:</i>		

Note 1: Account Master AAA-BBCC-DDD.EE.FF
AAA and BB need to agree in "From Account #" and "To Account #" box

Attach supporting documentation (i.e. resolution, ordinance, minutes, etc.).