FY12-13

CITY OF OVIEDO

BUDGET TRANSFER/AMENDMENT DETAIL FORM

Department/Division Public Works / Administration (4100)

Dept. Authorization Bobby Wyatt

Account Number	Fund / Account Description	Funds to be transferred From:	Funds to be transferred To:
401-9000-590-99-20	Reserve For Contingencies	-289	
401-3300-533.52-05	Operating Supplies/ Computer Supplies		289
	TOTAL	**-$289**	**$289**

Notes / Comments

Request to transfer funds to cover the purchase of Acrobat Writer Software for Engineering staff to enable them to effectively and efficiently review and edit contracts, agreements, work orders, etc. in different formats, related to Public Works projects as needed.

Approved By:	City Council: Exceeds $35,000	Informational Note Only:	Resolution #
Check Appropriate Box	City Manager: Less than $35,000	Programs/Capital not budgeted	Approval Date : 09/23/2013
OK DW 9/26	Mgt Srvc Director: Internal	must be presented to Council	BA # - 2013- 068

Robert R. Hayes
9/26/13