

FUND TRANSFER REQUEST FORM

AGENCY	Alliant Energy Center	ORGANIZATION	Administration	LEGISTAR FILE #	2019-FTR-13	
TRANSFER AMOUNT(S) FROM				CURRENT BALANCES		
Amount in Whole \$\$	Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance
1	\$63,363	Coliseum Rigging Grid	CPAEC-57217			
2	\$10,931	Market Demand Analysis	CPAEC-57795			
3	\$113,309	Security System Replacement	CPAEC-58544			
4						
TRANSFER AMOUNT(S) TO				CURRENT BALANCES		
Amount in Whole \$\$	Account Title	Account Number (ORG-OBJECT)	Budgeted Amount	Encumbered Amount	Actual Amount	Balance
1	\$187,603	Center Improvements	CPAEC-57195			
2						
3						
4						
EXPLANATION			APPROVALS			
<p>The Coliseum Rigging Grid, Market Demand Analysis, and Security System Replacement projects all were completed under budget. The remaining funds are being transferred to the Center Improvements account to be used for ongoing capital improvements and maintenance projects.</p>				DATE	APPROVED	DENIED
			Oversight Committee			
			Controller			
			County Executive			
			Finance Committee			
<p>Request should be entered into Legistar using the Fund Transfer file type and released into the fund transfer approval sequence. The Controller's Office will approve and refer the request as appropriate in Legistar and obtain the Controller and County Executive approvals. Departments should follow up with their oversight committee to ensure action is taken and recorded in Legistar.</p>						