•			Destina Deter		L		
		Posting Year:	Posting Date:	Posting #	Doc#		
" Period:		" Period:		Ref#	Initials:		
		CITY OF ALL ENTOWN	I BUDGET TRANSFER RE	QUEST FORM			
TO: Set	h O'Naill Dir		FROM:	Audrey Danek			
TO: Seth O'Neill, Director  BUREAU: Department of Finance			BUREAU: HR				
BUNEAU. De	partificint of 1		RANSFER DETAIL	HIN			
Date of Request 8-Sep-22 F		Fund	General	Transfer Amount	\$11,874.00		
			FROM (DEBIT)				
ACCOUNT (All 1st and ACCOUNT		TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)		
000-06-0603-0001-	50	\$11,874.00	85,833.00	\$45,153.00	33,279.00		
Other Services and	Charges				-		
					-		
					-		
					-		
					_		
					-		
					-		
					_		
					_		
			TO (CREDIT)				
081-02-8001-0001-3	34	\$11,874.00	\$64,000.00	\$9,196.00	21,070.00		
Training					_		
					-		
					_		
					-		
					-		
					-		
Reason Transfer is							
As per PO# 225-103882, needing the course. This	Sage will be pro	oviding a CDL certification course provide funds for these 2 additions	for employees. The PO was initial	lly for 9 employees, but 2 more e	mployees were identified as		
riceding the course. This	i lansiei would j	provide fullus for these 2 additions	ir employees. The cost is \$5,937 p	per person.			
Reason Funds are	Available for	Transfer:					
Due to a low number of a	pplicants, the fu	Il amount budgeted for civil service	e testing will not be used.				
			ATIONS WITHIN & BETWE	EN PROGRAMS			
	ount not more that						
	ount is greater th				Cita		
Department Head/Deputy	111	priced by Jesuca Bo	achet exetnomically	Date	7./~ `		
Director of Finance/Deputy Director:  City Controller (if amount is greater than \$5,000):				Date	+		
		Date	1 1 0 1				
Mayor/Managing Director		Date	1100				
Neierred to City Council I	ii accordance wi	ith the provisions of the Administra		Date			
Occupied by the Property of			CITY COUNCIL				
Cynthia Mota, President			[ ] Approved [ ] Disapproved	Date			
Ed Zucal, Vice President			[ ] Approved [ ] Disapproved				
Candida Affa, Councilper			[ ] Approved [ ] Disapproved				
Ce-Ce Gerlach, Councilp			[ ] Approved [ ] Disapproved		+		
Daryl Hendricks, Council			[ ] Approved [ ] Disapproved				
Natalie Santos, Councilpe			[ ] Approved [ ] Disapproved				
Joshua Siegel, Councilpe	erson		[ ] Approved [ ] Disapproved	Date	ot		

		j.

## Danek, Audrey

From: Baraket, Jessica

Sent: Thursday, September 8, 2022 11:47 AM

To: Danek, Audrey

**Subject:** RE: CDL Transfer For Approval- Updated

**Follow Up Flag:** Follow up **Flag Status:** Flagged

Approved. Please make sure John knows what is going on and Marge knows what account to use for the change order. Thank you.



Jessica Baraket, CPPO, CPCP, NIGP-CPP
Interim Human Resources Director - Deputy Finance Director
Department of Finance | City of Allentown
435 Hamilton Street
Allentown, PA, 18101

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**+**1 (610) 437-8780

☑ Jessica.Baraket@allentownpa.gov



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From: Danek, Audrey < Audrey. Danek@allentownpa.gov>

Sent: Thursday, September 8, 2022 11:39 AM

To: Baraket, Jessica < Jessica.Baraket@allentownpa.gov>

Subject: CDL Transfer For Approval- Updated

Can you approve this budget transfer to move funds from HR to Risk for the CDL certification course for 2 employees?

y a comment	Seth O'Neill, Dire	Posting Year: " Period: CITY OF ALLENTOWN	DUDGET TDANSEED DE	Ref#	Initials:	
Date of Request  ACCOUNT (All and ACCOUNT)  000-06-0603-000	and the second s		DUDGET TRANSCED BE			
Date of Request  ACCOUNT (All and ACCOUNT)  000-06-0603-000	and the second s		DUDGET TO ANGEED DE			
Date of Request  ACCOUNT (All and ACCOUNT)  000-06-0603-000	and the second s		BUDGET IKANSPEK RE	QUEST FORM		
Date of Request  ACCOUNT (All and ACCOUT)  000-06-0603-000	Same and the contract of the C	The Asia	FROM: Audrey Danek			
ACCOUNT (AII and ACCOUI			BUREAU:	HR		
ACCOUNT (AII and ACCOUI		T	RANSFER DETAIL		manner de la company de la com	
and ACCOUL 000-06-0603-0001	8-Sep-22	Fund:	General	Transfer Amount:	\$11,874.	
and ACCOUL 000-06-0603-0001			FROM (DEBIT)			
······································		TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTE TRANSFER (\$)	
Other Services an	1-50	\$11,874.00	85,833.00	\$45,153.00	33,279.	
	nd Charges				*	
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			TO (CREDIT)		V	
081-02-8001-0001-34		\$11,874.00	\$64,000.00	\$9,196.00	21,070	
Training						
					-	
		and the second s				
	***************************************					
Reason Transfer	is Required:					
As per PO# 225-10388 needing the course. T	82, Sage will be pro This transfer would p	riding a CDL certification course for rovide funds for these 2 additiona	or employees. The PO was initially demployees. The cost is \$5,937 pe	for 9 employees, but 2 more em er person.	ployees were identified as	
Reason Funds are	e Available for 1	ransfer:				
Due to a low number o	of applicants, the full	amount budgeted for civil service	testing will not be used.			
n or he seems						
			ATIONS WITHIN & BETWE			



Audrey Danek, MPA
Financial Analyst
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