

RECEIVED

MAY 10 2022

Posting Year:	Posting Date:	Posting #	Doc #
" Period:		Ref #	Initials:

DIRECTOR'S OFFICE CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Seth O'Neill, Director	FROM: Barbara Wagenhurst, Finance Operations Mgr.
BUREAU: Department of Finance	BUREAU: Finance

TRANSFER DETAIL

Date of Request: 10-May-22	Fund: General	Transfer Amount: \$20,454.00
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-01-0609-0001-78	\$20,454.00	300,000.00	\$290,150.50	269,696.50
Contingency				-
				-
				-
				-
				-
				-
				-
				-

TO (CREDIT)

000-01-0301-0001-04	\$19,000.00	\$15,000.00	\$12,950.14	31,950.14
Temporary Wages				
000-01-0301-0001-12	1,454.00	10,047.00	6,776.29	8,230.29
FICA				-
				-
				-

Reason Transfer is Required:

Transfer is needed to cover the cost of the summer intern program run by the City Controller's Office. The approximate cost of the program is \$19,000 for stipends and \$1,454 for FICA.

Reason Funds are Available for Transfer:

Funds are budgeted each year in the contingency account for unexpected expenses. Due to COVID it was uncertain if the summer intern program would be able to happen in 2022, therefore, it was not budgeted. Sufficient funds remain in the Contingency account for other unbudgeted expenses.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

	Amount not more than \$5,000.00		
X	Amount is greater than \$5,000.00		
Department Head/Deputy Director:		Date:	5/19/22
Director of Finance/Deputy Director:		Date:	5/10/22
City Controller (if amount is greater than \$5,000):		Date:	5-10-22
Mayor/Managing Director (if amount is greater than \$5,000):		Date:	5-10-22
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:			Date:

CITY COUNCIL

Cynthia Mota, President:	<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Date:
Ed Zucal, Vice President	<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Date:
Natalie Santos, Councilperson	<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Date:
Candida Affa, Councilperson	<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Date:
Joshua Siegel, Councilperson	<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Date:
Ce-Ce Gerlach, Councilperson	<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Date:
Daryl Hendricks, Councilperson	<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	Date: