

# RECEIVED

JUL 17 2017

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FINANCE DIRECTOR'S OFFICE

## CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

|         |                             |         |               |
|---------|-----------------------------|---------|---------------|
| TO:     | Brent A. Hartzell, Director | FROM:   | Vicky Kistler |
| BUREAU: | Department of Finance       | BUREAU: | Health        |

### TRANSFER DETAIL

Date of Request: 14-Jul-17 Fund: General Transfer Amount: 19,560.00

### FROM (DEBIT)

| ACCOUNT (All 15 digits)<br>and ACCOUNT TITLE  | TRANSFER AMOUNT (\$) | ORIGINAL<br>APPROPRIATION (\$) | CURRENT ACCOUNT<br>TOTAL (\$) | ACCOUNT TOTAL AFTER<br>TRANSFER (\$) |
|---|----------------------|--------------------------------|-------------------------------|--------------------------------------|
| 000-09-0903-0003-42 - Rep & maint.            | 2,500.00             | 2,800.00                       | 2,800.00                      | 300.00                               |
| 000-09-0903-0003-68 - oper. mat.              | 2,000.00             | 11,685.92                      | 10,435.49                     | 8,435.49                             |
| 000-09-0908-0001-20 - Electric                | 2,500.00             | 14,000.00                      | 9,370.34                      | 6,870.34                             |
| 000-09-0908-0004-46 - Contract Serv.          | 4,750.00             | 42,000.00                      | 17,000.00                     | 12,250.00                            |
| 000-09-0908-0006-46 - Contract Serv.          | 4,750.00             | 10,200.00                      | 8,184.00                      | 3,434.00                             |
| 000-09-0908-0007-42 - Repair &<br>maintenance | 3,060.00             | 3,700.00                       | 3,700.00                      | 640.00                               |
|   |                      |                                |                               | -                                    |
|   |                      |                                |                               | -                                    |

### TO (CREDIT)

|                                  |           |          |          |           |
|----------------------------------|-----------|----------|----------|-----------|
| 000-09-0903-0003-72<br>Equipment | 19,560.00 | 2,000.00 | 2,000.00 | 21,560.00 |
|                                  |           |          |          | -         |
|                                  |           |          |          | -         |
|                                  |           |          |          | -         |
|                                  |           |          |          | -         |
|                                  |           |          |          | -         |

### Reason Transfer is Required:

The Health Bureau only has one 72 Equipment account and those funds are earmarked for usage. Additionally, as this device, the pb200i lead paint analyzer, is used in detecting lead levels in paint, it makes sense to use the existing 72 lead program account.

### Reason Funds are Available for Transfer:

Budgeted expenditures were less than actual costs.

### TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

|  |                                   |
|--|-----------------------------------|
| <input type="checkbox"/>   | Amount not more than \$5,000.00   |
| <input checked="" type="checkbox"/>  | Amount is greater than \$5,000.00 |
| Department Head:   | Date: 7/14/17                     |
| Director of Finance: Brent Hartzell  | Date: 7/24/2017                   |
| Mayor or Managing Director (if amount is greater than \$5,000):  | Date: 7/28/17                     |
| Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04: |                                   |

### CITY COUNCIL

|                                  |   |                 |
|----------------------------------|---|-----------------|
| Ray O'Connell, President:        | <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved | Date: 8/2/17    |
| Daryl Hendricks, Vice President: | <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved | Date: 02-AUG-17 |
| Candida Affa, Councilperson:     | <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved | Date:           |
| Julio Guridy, Councilperson:     | <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved            | Date:           |
| Roger MacLean, Councilperson:    | <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved | Date:           |
| David McGuire, Councilperson:    | <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved | Date: 8/2/17    |
| Cynthia Mota, Councilperson:     | <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved            | Date:           |