

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

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Brent A. Hartzell, Director	FROM: Barbara Wagenhurst, Finance Operations Mgr.
BUREAU: Department of Finance	BUREAU: Finance

TRANSFER DETAIL

Date of Request: 12-Jun-17	Fund: General	Transfer Amount: 20,000.00
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-02-0602-0003-04 Temporary Wages	10,000.00	10,000.00	10,000.00	-
000-02-0602-0003-46 Other Contract Services	10,000.00	172,674.00	163,709.00	153,709.00
				-
				-
				-
				-
				-

TO (CREDIT)

000-02-0602-0003-34 Training & Professional Dev.	20,000.00	4,500.00	1,073.02	21,073.02
				-
				-
				-
				-
				-
				-

Reason Transfer is Required:

The Finance Department would like to participate in the Keystone Leadership training opportunity for managers in the department. It is a 6-8 week training session which is held here in City Hall.

Reason Funds are Available for Transfer:

The Finance Department had budgeted for a summer intern, however, when it was advertised no was interested and no applications were received. Also, consulting services for financial planning have not been needed as much as originally anticipated for the five months of 2017. Sufficient funds remain in Account 46 for the remainder of the year.

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:	<i>Brent Hartzell</i>	Date: 6/12/2017
Director of Finance:	<i>Brent Hartzell</i>	Date: 6/12/2017
Mayor or Managing Director (if amount is greater than \$5,000):	<i>[Signature]</i>	Date: 6/14/17
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:		Date:

CITY COUNCIL

Ray O'Connell, President:	<i>[Signature]</i> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: 6/21/17
Daryl Hendricks, Vice President:	<i>[Signature]</i> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: 21-JUNE-17
Candida Affa, Councilperson:	<i>[Signature]</i> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: 6/21/17
Julio Guridy, Councilperson	<i>[Signature]</i> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: 6/21/17
Roger MacLean, Councilperson	<i>[Signature]</i> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: 6/21/17
David McGuire, Councilperson	<i>[Signature]</i> <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: 6/21/17
Cynthia Mota, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: