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

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO:	Jeffrey T. Stout, Interim Director	FROM:	Jennifer McKenna
BUREAU:	Department of Finance	BUREAU:	Office of Compliance

TRANSFER DETAIL

Date of Request:	5-Aug-15	Fund: General - 001	Transfer Amount:	6,000.00

FROM (DEBIT)

ACCOUNT (All 15 digits)	TRANSFER AMOUNT ($)	ORIGINAL APPROPRIATION ($)	CURRENT ACCOUNT TOTAL ($)	ACCOUNT TOTAL AFTER TRANSFER ($)
000-03-0701-0002-04	6,000.00	6,000.00	6,000.00	-
				-
				-
				-
				-
				-
				-
				-

TO (CREDIT)

ACCOUNT (All 15 digits)	TRANSFER AMOUNT ($)	ORIGINAL APPROPRIATION ($)	CURRENT ACCOUNT TOTAL ($)	ACCOUNT TOTAL AFTER TRANSFER ($)
000-03-0701-0002-06	6,000.00	1,000.00	(4,677.07)	1,322.93
				-
				-
				-
				-
				-
				-

Reason Transfer is Required:
Due to the vacancy in the position of Director of Public Works, the Interim Director is managing an over-abundance of work and has assigned some tasks to the OoC Office Manager, a non-exempt position.

Reason Funds are Available for Transfer:
Original summer laborer selected accepted another position. Did not find anogher acceptable candidate.

TRANSFER AUTHORIZATIOINS WITHIN & BETWEEN PROGRAMS

	Amount not more than $5,000.00		
	Amount is greater than $5,000.00		
Department Head:	*[signature]*	Date:	8/5/15
Director of Finance:	*[signature]*	Date:	8/11/15
Managing Director (if amount is greater than $5,000):	*[signature]* F.X. Dougty	Date:	8/13/15
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:		Date:	

CITY COUNCIL

				Date:	
Ray O'Connell, President:	*[signature]*	[✓] Approved	[ ] Disapproved	Date:	8/20/15
Julio Guridy, Vice President:		[ ] Approved	[ ] Disapproved	Date:	
Joseph Davis, Councilperson:	*[signature]* Joseph J Davis	[X] Approved	[ ] Disapproved	Date:	8-17-15
Jeanette Eichenwald, Councilperson:		[ ] Approved	[ ] Disapproved	Date:	
Jeff Glazier, Councilperson	*[signature]*	[✓] Approved	[ ] Disapproved	Date:	8-17-15
Daryl Hendricks, Councilperson	*[signature]*	[X] Approved	[ ] Disapproved	Date:	8/17/15
Cynthia Mota, Councilperson		[ ] Approved	[ ] Disapproved	Date:	