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MAY 17 2021

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FINANCE DIRECTOR'S OFFICE

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Seth O'Neill, Director	FROM: Ted Berger
BUREAU: Department of Finance	BUREAU: Building Maintenance

TRANSFER DETAIL

Date of Request: 17-May-21	Fund: General	Transfer Amount: \$24,000.00
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ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	FROM (DEBIT)		
		ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-03-0707-0001-46 Other Contract Services	\$15,000.00	84,570.00	\$34,167.00	19,167.00
000-03-0707-0001-42 Repairs & Maintenance	9,000.00	174,155.00	80,209.91	71,209.91
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				-

TO (CREDIT)				
000-03-0707-0001-30 Rentals	\$24,000.00	\$12,000.00	\$12,000.00	36,000.00
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**Reason Transfer is Required:**  
 Transfer is required to cover the cost of the rental for a portable chiller at City Hall. The City Hall chiller needs to be replaced. It will take about two months for completion of the chiller replacement project.

**Reason Funds are Available for Transfer:**  
 Funds for 2021 contracts have already been encumbered. Roof repairs will be paid out of capital. Expenses for HVAC repairs will be very minimal with a new system.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

Amount not more than \$5,000.00	
Amount is greater than \$5,000.00	
Department Head/Deputy Director:	Date: 5/17/21
Director of Finance/Deputy Director:	Date: 5/17/21
City Controller (if amount is greater than \$5,000):	Date: 5-17-21
Mayor/Managing Director (if amount is greater than \$5,000):	Date: 5/17/21
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:	Date:

CITY COUNCIL

Julio Guridy, President:	[ ] Approved [ ] Disapproved	Date:
Cynthia Mota, Vice President	[ ] Approved [ ] Disapproved	Date:
Ce-Ce Gerlach, Councilperson	[ ] Approved [ ] Disapproved	Date:
Candida Affa, Councilperson	[ ] Approved [ ] Disapproved	Date:
Joshua Siegel, Councilperson	[ ] Approved [ ] Disapproved	Date:
Ed Zucal, Councilperson	[ ] Approved [ ] Disapproved	Date:
Daryl Hendricks, Councilperson:	[ ] Approved [ ] Disapproved	Date: