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FINANCE DIRECTOR'S OFFICE

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	26-Jan-17	Fund: General - 2016	Transfer Amount:	6,133.67
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-01-0201-0003-24	6,133.67	174,000.00	28,807.50	22,673.83
Postage and Shipping				-
				-
				-
				-
				-
				-
				-

TO (CREDIT)

000-01-0201-0001-08	300.00	2,827.00	(267.44)	32.56
Longevity				-
000-01-0201-0002-06	100.00	-	(50.51)	49.49
Premium Pay				-
000-01-0201-0003-02	5,333.67	49,042.00	(5,333.67)	-
Permanent Wages				-
000-01-0201-0003-06	400.00	-	(370.39)	29.61
Premium Pay				

Reason Transfer is Required:

Correct Negative Balances in Personnel line item accounts

Reason Funds are Available for Transfer:

Due to the postage rate being reduced in May, less funds were needed in 2016 than originally anticipated.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN FUNDING			
	Amount not more than \$5,000.00		
X	Amount is greater than \$5,000.00		
Department Head:	same as mayor	Date:	
Director of Finance:	Brent Hartzell	Date:	1/26/2017
Mayor or Managing Director (if amount is greater than \$5,000):	15182	Date:	1/26/17
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:		Date:	

CITY COUNCIL

Ray O'Connell, President:	[Signature]	[] Approved [] Disapproved	Date:	1/30/17
Daryl Hendricks, Vice President:		[] Approved [] Disapproved	Date:	
Candida Affa, Councilperson:	[Signature]	[] Approved [] Disapproved	Date:	
Julio Guridy, Councilperson		[] Approved [] Disapproved	Date:	
Roger MacLean, Councilperson	[Signature]	[] Approved [] Disapproved	Date:	1/30/17
David McGuire, Councilperson		[] Approved [] Disapproved	Date:	
Cynthia Mota, Councilperson	[Signature]	[] Approved [] Disapproved	Date:	1/30/17