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FINANCE DIRECTOR'S OFFICE

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO:	Brent A. Hartzell, Director	FROM:	Bina Patel
BUREAU:	Department of Finance	BUREAU:	Finance

TRANSFER DETAIL

Date of Request:	7-Aug-18	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 (\$)
000-02-0602-0003-46	20,000.00	144,500.00	131,401.00	111,401.00
Contract/Service Fee				-
				-
				-
				-
				-
				-

TO (CREDIT)

000-08-0709-0001-54	17,100.00	18,827.00	1,035.20	18,135.20
Repairs & Maintenance				-
000-08-0709-0001-64	1,500.00	13,000.00	5,787.98	7,287.98
Pipe & Fittings				-
000-08-0709-0001-68	1,400.00	7,000.00	3,965.67	5,365.67
Operating Materials&Supplies				-

Reason Transfer is Required:

Due to wear and tear from various tenants, renovations are needed at 200 Springhouse Road. After the completion of these renovations, rent will be charged at a fair market rate.

Reason Funds are Available for Transfer:

Expenses are less than anticipated for the year. Sufficient funds remain in the account for services required between now and the end of the year.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

	Amount not more than \$5,000.00	
X	Amount is greater than \$5,000.00	
Department Head:	<i>Brent Hartzell</i>	Date: 8/8/2018
Director of Finance:		Date: 8/15/18
Mayor or Managing Director (if amount is greater than \$5,000):	<i>Ryo' [Signature]</i>	Date: 8/15/18
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:		Date:

CITY COUNCIL

Roger MacLean, President:	<i>[Signature]</i> [X] Approved [] Disapproved	Date: 8/21/18
Candida Affa, Vice President:	<i>[Signature]</i> [X] Approved [] Disapproved	Date:
Daryl Hendricks, Councilperson:	<i>[Signature]</i> [X] Approved [] Disapproved	Date: 21-AUG-18
Julio Guridy, Councilperson:	<i>[Signature]</i> [X] Approved [] Disapproved	Date: 21-AUG-18
Courtney Robinson, Councilperson:	[] Approved [] Disapproved	Date:
Ed Zucal, Councilperson:	[X] Approved [] Disapproved	Date:
Cynthia Mota, Councilperson:	[X] Approved [] Disapproved	Date: 8/21/2018