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FINANCE DIRECTOR'S OFFICE CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Brent A. Hartzell, Director	FROM: Bill Harvey <i>BH</i>
BUREAU: Department of Finance	BUREAU: Building Standards & Safety

TRANSFER DETAIL

Date of Request: 17-Sep-18 Fund: General Transfer Amount: \$35,000

FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-09-0903-0006-32 <i>Publ + Mshp</i>	1,000.00	2,000.00	2,000.00	1,000.00
000-09-0903-0006-34 <i>Training</i>	1,500.00	2,500.00	2,500.00	1,000.00
000-09-0903-0006-42 <i>Repairs + Maint</i>	500.00	1,000.00	1,000.00	500.00
000-09-0903-0006-46 <i>Other contracts</i>	2,700.00	3,700.00	3,700.00	1,000.00
000-09-0903-0005-42 <i>Repairs + Maint</i>	2,000.00	3,000.00	3,000.00	1,000.00
000-09-0903-0005-46 <i>0</i>	27,300.00	415,000.00	345,954.07	318,654.07
Other Contracts				-

TO (CREDIT)

000-09-0903-0006-06	35,000.00	9,000.00	(15,492.65)	19,507.35
Premium Pay				-
				-
				-
				-
				-

Reason Transfer is Required:

Due to high demand for presales inspections our Inspectors have worked a great deal of overtime to keep up with the demand.

Rental

Reason Funds are Available for Transfer:

We had anticipated when the budget numbers were initially calculated, in getting more Inspectors. Therefore, the training accounts used in this transfer were still available. No repairs have had to be made for vehicles and the Rental Litigation has been settled.

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>[Signature]</i>	Date: <i>9/17/18</i>
Director of Finance: <i>Brent Hartzell</i>	Date: <i>9/20/2018</i>
Mayor or Managing Director (if amount is greater than \$5,000): <i>[Signature]</i>	Date: <i>10/11/18</i>
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>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: <i>10/12/18</i>
Candida Affa, Vice President: <i>[Signature]</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Daryl Hendricks, Councilperson: <i>[Signature]</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: <i>17-OCT-18</i>
Julio Guridy, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Courtney Robinson, Councilperson: <i>[Signature]</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: <i>10/17/2018</i>
Ed Zucal, Councilperson: <i>[Signature]</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Cynthia Mota, Councilperson: <i>[Signature]</i>	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: