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FINANCE DIRECTOR'S OFFICE

**CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM**

TO:	Brent A. Hartzell, Director	FROM:	Karen El-Chaar
BUREAU:	Department of Finance	BUREAU:	Parks

**TRANSFER DETAIL**

Date of Request:	15-Oct-18	Fund: General	Transfer Amount:	26,000.00
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**FROM (DEBIT)**

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-08-0709-0001-66	26,000.00	62,704.36	26,213.61	213.61
Chemicals				-
				-
				-
				-
				-
				-

**TO (CREDIT)**

000-08-0709-0001-46	18,000.00	19,595.64	18,150.00	36,150.00
Other Contract Services				-
000-08-0709-0001-54	8,000.00	35,577.00	79.80	8,079.80
Repair and Maint Supp.				-
				-
				-
				-

**Reason Transfer is Required:**

Funds are needed for the 46 account to install new roofs for the pavilions at Percy Ruhe and Franklin Park and for the roof for the Cedar Park electrical shed. Funds are needed for the 54 account for new drinking fountains at Trout Creek that have been damaged beyond repair and for paint for the Cedar poolhouse renovations.

**Reason Funds are Available for Transfer:**

Due to a lack of staffing, all of the pools were unable to be opened for the 2018 season.

**TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS**

	Amount not more than \$5,000.00		
X	Amount is greater than \$5,000.00		
Department Head:	Karen M. El-Chaar	Date:	10/15/2018
Director of Finance:	Brent Hartzell	Date:	10/16/2018
Mayor or Managing Director (if amount is greater than \$5,000):	BOVIER	Date:	10/17/18
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:		Date:	

**CITY COUNCIL**

Roger MacLean, President:	[ ] Approved [ ] Disapproved	Date:	
Candida Affa, Vice President:	[ ] Approved [ ] Disapproved	Date:	
Daryl Hendricks, Councilperson:	[ ] Approved [ ] Disapproved	Date:	24-OCT-18
Julio Guridy, Councilperson:	[ ] Approved [ ] Disapproved	Date:	24-Oct-18
Courtney Robinson, Councilperson:	[ ] Approved [ ] Disapproved	Date:	9/22/2018
Ed Zucal, Councilperson:	[ ] Approved [ ] Disapproved	Date:	
Cynthia Mota, Councilperson:	[ ] Approved [ ] Disapproved	Date:	