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Posting Year:	Posting Date:	Posting #	Doc #
" Period:		Ref #	Initials:

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Brent A. Hartzell, Director	FROM: TERRY FASANO <i>VF</i>
BUREAU: Department of Finance	BUREAU: HEALTH

TRANSFER DETAIL

Date of Request: 31-Oct-18 Fund: GENERAL Transfer Amount: ~~6,900.00~~ *\$10,000*

FROM (DEBIT)				
ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-09-0908-0003-30 rentals	2,400.00	2,400.00	2,400.00	-
000-09-0908-0003-34 training and professional dev	1,300.00	2,700.00	1,332.52	32.52
000-09-0908-0003-46 other contract services	1,000.00	4,000.00	1,000.00	-
000-09-0908-0003-50 other services & charges	2,200.00	2,436.00	2,436.00	236.00
TO (CREDIT)				
000-09-0908-0003-72 equipment	6,900.00		2,281.20	9,181.20
		-	-	-
		-	-	-
		-	-	-
		-	-	-

RECEIVED

Reason Transfer is Required:

To purchase a commercial refrigerator/freezer as part of the anti-hunger grant.

NOV 05 2018

Reason Funds are Available for Transfer:

Funds left in these categories were unspent and are needed in the Equipment. This is page one of a total \$10,000 transfer to the Equipment account 72.

FINANCE DIRECTOR'S OFFICE

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

Amount not more than \$5,000.00	
Amount is greater than \$5,000.00	
Department Head: <i>Brent Hartzell</i>	Date: <i>11/1/18</i>
Director of Finance: <i>Brent Hartzell</i>	Date: <i>11/6/2018</i>
Mayor or Managing Director (if amount is greater than \$5,000): <i>Bob F...</i>	Date: <i>11/13/2018</i>
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:	Date:

CITY COUNCIL

Roger MacLean, President: <i>Roger MacLean</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: <i>11/19/18</i>
Candida Affa, Vice President: <i>Candida Affa</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Daryl Hendricks, Councilperson: <i>Daryl Hendricks</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: <i>19-NOV-18</i>
Julio Guridy, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Courtney Robinson, Councilperson: <i>Courtney Robinson</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: <i>11/16/2018</i>
Ed Zucal, Councilperson: <i>Ed Zucal</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: <i>11/19/18</i>
Cynthia Mota, Councilperson: <i>Cynthia Mota</i>	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: <i>11/19/2018</i>

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CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Brent A. Hartzell, Director	FROM: TERRY FASANO
BUREAU: Department of Finance	BUREAU: HEALTH

TRANSFER DETAIL

Date of Request: 31-Oct-18	Fund: GENERAL	Transfer Amount: ^{\$10,000} 3,100.00
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FROM (DEBIT)				
ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-09-0908-0003-28 mileage	500.00	600.00	565.45	65.45
000-09-0908-0003-68 operating materials & supp	2,600.00	15,524.00	7,212.80	4,612.80
				-
				-
				-
				-

TO (CREDIT)				
000-09-0908-0003-72 equipment	3,100.00		2,281.20	5,381.20
				-
				-
				-
				-
				-

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NOV 05 2018

Reason Transfer is Required:

To purchase a commercial refrigerator/freezer as part of the anti-hunger grant.

FINANCE DIRECTOR'S OFFICE

Reason Funds are Available for Transfer:

Funds left in these categories were unspent and are needed in the Equipment. This is page two of a total \$10,000 transfer to the Equipment account 72.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

Amount not more than \$5,000.00

Amount is greater than \$5,000.00

Department Head:	Date: 11/1/18
Director of Finance: Brent Hartzell	Date: 11/6/2018
Mayor or Managing Director (if amount is greater than \$5,000):	Date: 11/13/2018
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:	Date:

CITY COUNCIL

Roger MacLean, President:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
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Julio Guridy, Councilperson:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
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Cynthia Mota, Councilperson:	<input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: 11/19/2018

Brossman, Jean

From: Amato, Tina
Sent: Wednesday, October 31, 2018 4:23 PM
To: Fasano, Terry
Subject: FW: commercial refrigerator/freezer/transfers

From: O'Connell, Raymond
Sent: Wednesday, October 31, 2018 12:41 PM
To: Kistler, Vicky <Vicky.Kistler@allentownpa.gov>; McMahon, Joseph <Joseph.McMahon@allentownpa.gov>; Hartzell, Brent <Brent.Hartzell@allentownpa.gov>; Hendricks, Daryl <Daryl.Hendricks@allentownpa.gov>; Lightner, Leonard <Leonard.Lightner@allentownpa.gov>
Cc: Baraket, Jessica <Jessica.Baraket@allentownpa.gov>; Amato, Tina <Tina.Amato@allentownpa.gov>
Subject: RE: commercial refrigerator/freezer/transfers

Ok,
Great.

From: Kistler, Vicky
Sent: Wednesday, October 31, 2018 12:36 PM
To: O'Connell, Raymond <Ray.OConnell@allentownpa.gov>; McMahon, Joseph <Joseph.McMahon@allentownpa.gov>; Hartzell, Brent <Brent.Hartzell@allentownpa.gov>; Hendricks, Daryl <Daryl.Hendricks@allentownpa.gov>; Lightner, Leonard <Leonard.Lightner@allentownpa.gov>
Cc: Baraket, Jessica <Jessica.Baraket@allentownpa.gov>; Amato, Tina <Tina.Amato@allentownpa.gov>
Subject: FW: commercial refrigerator/freezer/transfers

You will see a series of transfers coming through in order to purchase a commercial refrigerator freezer for delivery to the Allentown YMCA. I asked Tina to write a paragraph so you all understand why we would purchase this piece of equipment. The purpose of the grant is to do exactly what the Y is willing to do for the anti-hunger grant. When the time comes, Tina may need assistance from Purchasing to accomplish the purchase of the unit since it may exceed \$10,000 slightly.



VICKY KISTLER
DIRECTOR

Allentown Health Bureau

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M: 610.392.1436
E: Vicky.Kistler@allentownpa.gov
W: www.allentownpa.gov

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From: Amato, Tina
Sent: Wednesday, October 31, 2018 11:43 AM
To: Kistler, Vicky <Vicky.Kistler@allentownpa.gov>
Cc: Marks, Belle <Belle.Marks@allentownpa.gov>; Stout, Jeffrey <Jeffrey.Stout@allentownpa.gov>
Subject: RE: commercial refrigerator/freezer

We are buying a commercial refrigerator/freezer for the Greater YMCA Allentown branch because they have committed to a large expansion of the after-school and summer meals program. They have also agreed to become a sponsor of the federal meals program and made application to the Pa Department of Education to do so. That means the Y will have to prepare the food as well as be a site for serving children. However, they are also considering preparing and distributing food to other sites who want to feed children. This will be a great asset to the goals of the anti-hunger initiative.

Hope this helps.

Tina