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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: Barbara Wagenhurst, Finance Operations Mgr. |
| BUREAU: Department of Finance | BUREAU: Finance |

TRANSFER DETAIL

| | | |
|----------------------------|----------------------|------------------------------|
| Date of Request: 22-Mar-19 | Fund: General - 2018 | Transfer Amount: \$14,949.56 |
|----------------------------|----------------------|------------------------------|

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 | 14,949.56 | 113,345.00 | 72,151.66 | 57,202.10 |
| Other Contract Services | | | | - |
| | | | | - |
| | | | | - |

TO (CREDIT)

| | | | | |
|-------------------------|-----------|------------|-------------|---|
| 000-02-0602-0004-46 | 10,830.00 | 7,750.00 | (10,830.00) | - |
| Other Contract Services | | | | - |
| 000-02-0602-0005-02 | 613.68 | 271,518.00 | (613.68) | - |
| Permanent Wages | | | | - |
| 000-02-0602-0006-02 | 823.53 | 50,476.00 | (823.53) | - |
| Permanent Wages | | | | - |
| 000-02-0602-0006-04 | 2,461.05 | 15,000.00 | (2,461.05) | - |
| Temporary Wages | | | | - |
| 000-02-0602-0006-12 | 221.30 | 5,107.00 | (221.30) | - |
| FICA | | | | - |
| | | | | - |

Reason Transfer is Required:

Correct end of year negative balance created by the cost for 2018 OPEB Valuation was more than originally budgeted; Permanent Wages were slightly more than Position Budgeting had calculated and Temporary Wages was more than anticipated due to needing the Part-time Mail Room/Print Shop Aide for a few more hours than anticipated.

Reason Funds are Available for Transfer:

Not all of the contingency funds budgeted were needed.

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>Brent Hartzell</i> | Date: <i>3/25/2019</i> |
| Director of Finance: <i>[Signature]</i> | Date: <i>3-26-19</i> |
| City Controller (if amount is greater than \$5,000): <i>[Signature]</i> | Date: <i>3/26/19</i> |
| Mayor or Managing Director (if amount is greater than \$5,000): <i>[Signature]</i> | Date: <i>3/26/19</i> |
| Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04: | |

CITY COUNCIL

| | | |
|-----------------------------------|---|--------------------------|
| Roger MacLean, President: | <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved | Date: <i>4/24/19</i> |
| Julio Guridy, Vice President: | <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved | Date: <i>4/13/19</i> |
| Daryl Hendricks, Councilperson: | <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved | Date: <i>24-APRIL-19</i> |
| Candida Affa, Councilperson: | <input checked="" type="checkbox"/> Approved <input type="checkbox"/> Disapproved | Date: |
| Courtney Robinson, Councilperson: | <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved | Date: |
| Ed Zucal, Councilperson: | <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved | Date: |
| Cynthia Mota, Councilperson: | <input type="checkbox"/> Approved <input type="checkbox"/> Disapproved | Date: |