

RECEIVED**OCT 14 2019**

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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: Golf Course

TRANSFER DETAIL

Date of Request: 11-Oct-19	Fund: Golf Course	Transfer Amount: \$68,000.00
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
091-08-9001-0001-02 Permanent Wages	40,000.00	170,160.00	68,531.77	28,531.77
091-08-9001-0001-30 Rentals	4,000.00	121,700.00	5,326.88	1,326.88
091-08-9001-0004-04 Temp Wages	20,000.00	123,791.52	30,479.67	10,479.67
091-08-9001-0004-70 Pro Shop Inventory	4,000.00			(4,000.00)

TO (CREDIT)

091-08-9001-0001-72 Equipment	64,000.00	16,000.00	15.70	64,015.70
091-08-9001-0001-66 Chemicals	4,000.00	85,000.00	-	4,000.00

Reason Transfer is Required:

\$40,000 is needed to make continuing improvements to the Golf Course's irrigation system. \$4,000 is needed to purchase chemicals to help prepare the course for the winter months. The additional \$24,000 is needed to purchase another automatic ball dispenser, range cart and a ball washer.

Reason Funds are Available for Transfer:

The Greenskeeper position has been vacant for the majority of the year. Rental costs were lower than anticipated. Temp wages were lower due to the success of the automatic ball dispenser. Pro Shop inventory costs were lower than anticipated.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

	Amount not more than \$5,000.00	
X	Amount is greater than \$5,000.00	
Department Head:	<i>Karen M. El-Chaar</i>	Date: 10/11/19
Director of Finance:	<i>Brent Hartzell</i>	Date: 10/15/2019
City Controller (if amount is greater than \$5,000):	<i>[Signature]</i>	Date: 10/30/19
Mayor or Managing Director (if amount is greater than \$5,000):	<i>[Signature]</i>	Date: 10/17/19
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:
Julio Guridy, Vice President:	[] Approved [] Disapproved	Date:
Daryl Hendricks, Councilperson:	[] Approved [] Disapproved	Date:
Candida Affa, Councilperson	[] Approved [] Disapproved	Date:
Courtney Robinson, Councilperson	[] Approved [] Disapproved	Date:
Ed Zucal, Councilperson	[] Approved [] Disapproved	Date:
Cynthia Mota, Councilperson	[] Approved [] Disapproved	Date: