

**RECEIVED****FEB 03 2021**

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" Period:		Ref #	Initials:

FINANCE DIRECTOR'S OFFICE

**CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM**

TO: Jessica Baraket, Interim Director	FROM: Leonard Lightner
BUREAU: Department of Finance	BUREAU: Lights in the Parkway

**TRANSFER DETAIL**

Date of Request: 01.19.21	Fund: General 2020	Transfer Amount:	\$26,984.91
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**FROM (DEBIT)**

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-09-0901-0005-04 Temporary Wages	\$5,739.02	6,000.00	\$6,000.00	260.98
				-
000-09-0901-0004-26 Printing	18,000.00	18,000.00	18,000.00	-
				-
000-09-0901-0004-50 Other Services & Charges	3,245.89	10,000.00	8,660.00	5,414.11
				-
				-
				-

**TO (CREDIT)**

000-09-0901-0005-06 Premium Pay	\$5,739.02	\$16,578.00	(\$5,739.02)	-
				-
000-09-0901-0005-50 Other Services & Charges	21,245.89	39,000.00	(21,245.89)	-
				-
				-
				-

**Reason Transfer is Required:**

Correct year end negative balances

**Reason Funds are Available for Transfer:**

Due to the Covid-19 Pandemic most of the scheduled Special Events were canceled or rescheduled for 2021. Therefore, leaving unexpended funds. Temporary wages for Lights in the Parkway were taken elsewhere. Intern who worked Lights in the Parkway was paid from the CED Director's Program rather than the Lights in the Parkway Program.

**TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS**

Amount not more than \$5,000.00

Amount is greater than \$5,000.00

Department Head:	Date: 2/3/2021
Director of Finance:	Date: 2/3/21
City Controller (if amount is greater than \$5,000):	Date:
Mayor or Managing Director (if amount is greater than \$5,000):	Date:
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:	Date:

**CITY COUNCIL**

Daryl Hendricks, President:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Julio Guridy, Vice President:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Ce-Ce Gerlach, Councilperson:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Candida Affa, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Joshua Siegel, 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: