

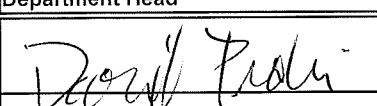
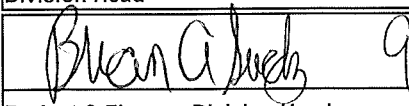


LUZERNE COUNTY
BUDGET TRANSFER REQUEST
 Department Name SOLICITOR (OFFICE OF LAW) Dept # 4151

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	16	4151	560.64	\$1,000	Meetings/Conference/ TRAINING FEES
- Line Item Decrease	-	100	16	4151	560.61	\$1,000	Subscriptions
Total						0	(Must equal 0)

Explanation (Attach memo if necessary)

Shortage of funds for Solicitor
 Conferences/TRAINING

 Date 9/15/17	 Date 9/15/17
Department Head	Division Head
 Date 9/29/17	 Date 9-27-17
County Manager	Budget & Finance Division Head



**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name	Dept #
Office of Law - Department of Conflict Counsel	4154

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	16	4154	550.25	225	Other Communication Expenses
- Line Item Decrease	-	100	16	4154	550.64	(225)	Meetings/Conference/Training
Total						0	(Must equal 0)

Explanation (Attach memo if necessary)

Other Communication Expenses (550.25) was not funded for FY2017, as there were not expenses that fit that category planned. A newly obtained data package requires a monthly expenditure of \$39.99. This transfer will account for that amount, and any unforeseen additional costs, for the remainder of FY2017. This year the Department effectively utilized many free and low cost Continuing Legal Education seminars, resulting in available funds within the 550.64 Meetings/ Conferences /Training Fees line item. Some of these funds are available to be transferred to pay for the necessary data package.

	9/15/17
Department Head	Division Head
9/15/17	9-27-17
County Manager	Budget & Finance Division Head



**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name Dept #
 County Manager's Office 4112

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	10	4112	540.14	750	Office Supplies
- Line Item Decrease	-	100	10	4112	550.32	(750)	Printing
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)
 Funds are being moved from the Printing line to the Office Supply line. Additional funds are needed to fund the office supply line through the end of the year.

Department Head Date	Division Head Date
<i>Dennis Pader</i> 9/29/17	<i>Brian A. Smith</i> 9/27/17
County Manager Date	Budget & Finance Division Head Date



**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name	Dept #
Budget and Finance Admin	4114

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	20	4114	540.14	1,000	Office Supplies
- Line Item Decrease	-	100	20	4114	540.70	750	Small Tools and Minor Equipment
		100	20	4176	550.15	(1,750)	Other Contractual
Total						0	(Must equal 0)

Explanation (Attach memo if necessary)
 Budget transfer is necessary to cover required check stock, micr catridges and print catridges for both Payroll and Accounts Payable

Department Head	Date	Division Head	Date
<i>David Pugh</i>	<i>9/29/17</i>	<i>Brian Welch</i>	<i>9-29-17</i>
County Manager	Date	Budget & Finance Division Head	Date



**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name: District Attorney

Dept #

4194

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	12	4194	540.14	10,000	Supplies
- Line Item Decrease	-	100	12	4194	560.17	(10,000)	Witness Line Item
Total						0	(Must equal 0)

Transfer of funds to cover costs for move of active files to retention building. This expense was incurred during the organization of the files at the Thomas C Thomas Building because additional storage boxes were needed to reorganize files.

<p style="text-align: center;"><i>David P. Publici</i></p>		<p style="text-align: center;"><i>Robert Palazzo</i></p>	
Department Head	Date	Division Head	Date
<i>9/29/17</i>	<i>9/26/17</i>	<i>Brian A. Such</i>	<i>9/27/17</i>
County Manager		Budget & Finance Division Head	
Date		Date	