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Posted  
11-17-16

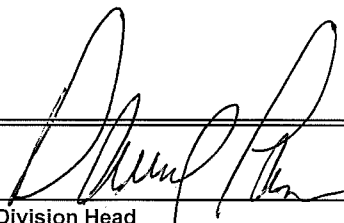
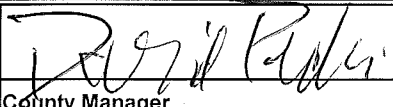
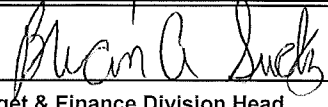
# LUZERNE COUNTY BUDGET TRANSFER REQUEST

GIS/Mapping Dept #  
4140

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	30	4113	550.48	\$13,200	Repairs/Maint.
- Line Item Decrease	-	100	30	4140	510.15	\$13,200	Wages Non-Represented
<b>Total</b>						0	(Must equal 0)

**Explanation (Attach memo if necessary)**

Budget Transfer required to provide funding for Human Resources to facillitate the move of the Human Resources department from the County C&Y, MH/DS and Aging agencies to a Central Office location in Penn Place.

	 11/16/16
<b>Department Head</b> <span style="float: right;">Date</span>	<b>Division Head</b> <span style="float: right;">Date</span>
 11/16/16	 11-17-16
<b>County Manager</b> <span style="float: right;">Date</span>	<b>Budget &amp; Finance Division Head</b> <span style="float: right;">Date</span>

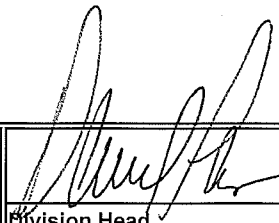
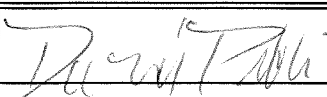
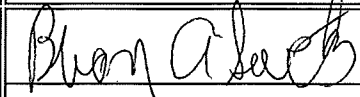
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**LUZERNE COUNTY  
BUDGET TRANSFER REQUEST**

Insurance & Benefits Dept #  
4850

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	30	4850	550.12	\$116,000	Workers Compensation
- Line Item Decrease	-	100	30	4850	550.34	\$60,000	Insurance Liability
	-	100	30	4850	550.36	\$56,000	Insurance Property
<b>Total</b>						<b>0</b>	<i>(Must equal 0)</i>

**Explanation (Attach memo if necessary)**  
Budget Transfer required to increase funding in line item for unanticipated workers compensation claims for 4th Quarter 2016.

			11/16/16
Department Head	Date	Division Head	Date
	11/16/16		11/16/16
County Manager	Date	Budget & Finance Division Head	Date

✓ Posted 11-16-16


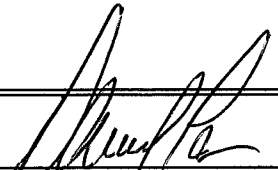

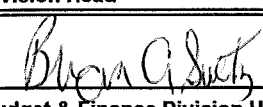
**LUZERNE COUNTY  
BUDGET TRANSFER REQUEST**

Department Name Dept #  
 Convention and Visitors Bureau 4670

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	430	50	4670	550.31	6,000	Promotions
- Line Item Decrease	-	430	50	4670	550.22	2,000	Telephone
		430	50	4670	540.73	2,000	Postage
		430	50	4670	550.27	6,000	Travel Expense
		430	50	4670	530.10	(1,500)	Health Care Opt Out
		430	50	4670	550.14	(2,000)	Acctg & Aud Services
		430	50	4670	550.19	(2,500)	Special Legal Services
		430	50	4670	550.32	(10,000)	Printing
		30	DM				
<b>Total</b>						<b>0</b>	<b>(Must equal 0)</b>

**Explanation (Attach memo if necessary)**

Promotions increased due to funding for special programming at the WB Scranton Airport. Telephone increased due to outsource of repairs during Verizon strike. Postage increased due to increase in Visitor requests for Visitors Guide. Travel Expense increased due to addition of staff person attending additional tradeshow to market Luzerne County.

	
Department Head	Division Head
Date	Date
11/16/16	11/9/16
	
County Manager	Budget & Finance Division Head
Date	Date
11-14-16	11-14-16

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11-17-16

**LUZERNE COUNTY**

**BUDGET TRANSFER REQUEST**

Department Name Dept. #  
 Luzerne County Children and Youth Services 9200

Action Type	Action	Fund	Div.	Dept.	Acct	Amount	Account Description
+ Line Item Increase	+	920	70	9200	560.40	\$18,000.00	Adoption Costs
+ Line Item Increase	+	920	70	9200	560.64	\$ 5,000.00	Meeting/Training fees
- Line Item Decrease	-	920	70	9200	560.42	(23,000)	Institutional & facility services
<b>Total</b>						<b>0</b>	<b>(Must equal 0)</b>

\* Cumulative requests cannot exceed \$5,000 per quarter

**Explanation (Attach memo if necessary)**  
 A one time budget transfer is necessary to reimburse adoptive parents for adoption legal fees and to reimburse Children and Youth personnel for training costs.

	<i>Michael Donahue</i> 11/17/16
Department Head <span style="float: right;">Date</span>	Division Head <span style="float: right;">Date</span>
<i>Dennis Pardi</i> 11/16/16	<i>Brian A. Suck</i> 11-17-16
County Manager <span style="float: right;">Date</span>	Budget & Finance Division Head <span style="float: right;">Date</span>

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## LUZERNE COUNTY BUDGET TRANSFER REQUEST

**Dept #**  
4133

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	11	4133	550.29	300	Mileage Reimbursement
- Line Item Decrease	+	100	11	4133	550.27	164	Travel Expense
	-	100	11	4133	540.70	(270)	Small Tools and Minor Equipment
		100	11	4133	550.47	(194)	Repairs/Maintenance - Machinery
<b>Total</b>						<b>0</b>	<i>(Must equal 0)</i>

**Explanation (Attach memo if necessary)**

Budget transfer required to fund mileage and travel expense to enable staff to meet required Certified Professional Education credits.

<i>Michelle A Sedman</i> 11/14/16 <b>Department Head</b> <span style="float: right;"><b>Date</b></span>	<i>Michelle A Sedman</i> 11/14/16 <b>Division Head</b> <span style="float: right;"><b>Date</b></span>
<i>David Perle</i> 11/16/16 <b>County Manager</b> <span style="float: right;"><b>Date</b></span>	<i>Brian A Suck</i> 11-14-16 <b>Budget &amp; Finance Division Head</b> <span style="float: right;"><b>Date</b></span>