



# LUZERNE COUNTY BUDGET TRANSFER REQUEST

Department Name	Dept #
Courts	4184

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	13	4184	560.25	20,000	Transcripts
- Line Item Decrease	-	100	13	4184	550.17	(4,000)	Mgmt Consulting
		100	13	4184	560.10	(16,000)	Capital Cases
<b>Total</b>						<b>0</b>	<i>(Must equal 0)</i>

**Explanation (Attach memo if necessary)**

Additional funding is needed to cover the cost of transcript preparation and support due to the loss of two staff performing these duties.

<i>Maura A. [Signature]</i>	<i>9/10/15</i>		
Department Head	Date	Division Head	Date
<i>Robert Clem</i>	<i>9/14/15</i>	<i>Brian A. [Signature]</i>	<i>9-11-15</i>
County Manager	Date	Budget & Finance Division Head	Date



## LUZERNE COUNTY BUDGET TRANSFER REQUEST

Department Name: Budget and Finance Admin and Treasurer's  
Dept #: 4114/4139

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	20	4114	550.17	11,000	Management Consulting
- Line Item Decrease	-	100	20	4139	550.29	1,000	Mileage Reimbursement
		100	20	4139	599.46	(12,000)	Machinery & Equipment
<b>Total</b>						<b>0</b>	<b>(Must equal 0)</b>

Budget Transfer is required to fund County's 2014 Cost Allocation Plan. This line had more activity than originally budgeted due to the temporary help for the 2014 audit bank reconciliations. Treasurer's conference was in Seven Springs and no mileage was budgeted. For 2016, Mileage will be added to Treasurer's and Cost Allocation Plan is fully funded at current amounts

<i>Brian A. Suetz</i> 9/14/15	
Department Head Date	Division Head Date
<i>Robert C. Lee</i> 9/14/15	<i>Brian A. Suetz</i> 9/14/15
County Manager Date	Budget & Finance Division Head Date