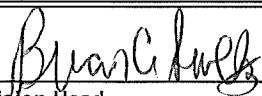
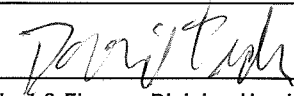


LUZERNE COUNTY BUDGET TRANSFER REQUEST

Department Name: Treasurers Office Dept #: 4139

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	20	4139	560.64	300	Meeting/Conference/Training
- Line Item Decrease	-	100	20	4139	540.14	(300)	Office Supplies
Total						0	(Must equal 0)

Explanation (Attach memo if necessary)
 Budget transfer is necessary to cover lodging cost for the Spring and Fall Treasurer's Association Seminars

	
Department Head	Division Head
Date	Date
	
County Manager	Budget & Finance Division Head
Date	Date



**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name	Dept #
Assessors Office	4136

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	20	4136	530.30	200	Advertising
- Line Item Decrease	-	100	20	4136	560.60	(200)	Dues/Memberships
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)
 Budget transfer to replenish advertising which is a variable cost. Department already spent most of 2018 allocation

	<i>Brian G. Swartz</i>	<i>5-23-18</i>
Department Head	Division Head	Date
	<i>Joseph P. Palko</i>	<i>5/23/18</i>
County Manager	Budget & Finance Division Head	Date

LUZERNE COUNTY BUDGET TRANSFER REQUEST

Department Name: ROAD & BRIDGE - LIQUID FUELS Dept #: 4310

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	200	50	4310	550.40	2,500	GAS (PROPANE)
+ Line Item Increase	+	200	50	4310	560.63	7,500	ROAD SALT
- Line Item Decrease	-	200	50	4310	540.64	(10,000)	VEHICLE FUEL
- Line Item Decrease	-						
- Line Item Decrease	-						
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)

Increased usage over the winter season requires more funds in our propane & salt accounts. Vehicle fuel is not being charged to the Liquid Fuel accounts and that money is available for transfer.

<i>[Signature]</i>	<i>[Signature]</i> 2018-0504
Department Head Date	Division Head Date
<i>[Signature]</i> 5/23/18	<i>[Signature]</i> 5-16-18
County Manager Date	Budget & Finance Division Head Date



**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name	Dept #
Office of Human Services	9500

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	950	70	9500	540.25	1,200	Computer Hardware under \$5000
+ Line Item Increase	+	950	70	9500	550.12	1,200	Excess Workers Comp Premium
+ Line Item Increase	+	950	70	9500	550.30	1,500	Advertising
- Line Item Decrease	-	950	70	9500	560.57	(3,900)	Purchased Service-Consultant
- Line Item Decrease	-						
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)

Increase in Computer Hardware under \$5000 is due to the purchase of a laptop and accessories for the new Program Director position. Increase in Excess Works Comp Insurance Premium is due to increase in premium. Increase in Advertising due to the re-advertising of RFP for OHS Auditing Services and HSBG Public Hearings. Decrease in Purchased Service - Consultant due to a reduction in anticipated expenses.

 Department Head	 Division Head
5/9/18 <small>Date</small>	5/10/18 <small>Date</small>
 County Manager	 Budget & Finance Division Head
5/23/18 <small>Date</small>	5-16-18 <small>Date</small>



**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name Dept #
 Bureau of Elections 4120

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	30	4120	550.22	3,185	Transfer to Telephone/Internet
- Line Item Decrease	-	100	30	4120	550.32	(3,185)	Transfer from Printing
Total						0	(Must equal 0)

Explanation (Attach memo if necessary)
 The Bureau of Elections requests a budget transfer from Printing to Telephone/Internet. The department added tablets to the department for use by the rover team on election day, as well as business cell phones for the Director and Deputy Director.

<i>Marisa Crappell</i> Date 4/4/18	<i>Dumfries</i> Date 4/4/18
<i>Jenni Pini</i> Date 5/23/18	<i>Bruce A. Smith</i> Date 4-13-18