

**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name	Dept #
Controller	4133

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	11	4133	540.14	200	Office Supplies
- Line Item Decrease	-	100	11	4133	550.47	(200)	Repairs/Maintenance
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)

Office needs a replacement PC. This will be taken from office supplies.

	Michelle A. Bedson 9/27/19
Department Head	Division Head
Date	Date
County Manager	Budget & Finance Division Head
Date	Date

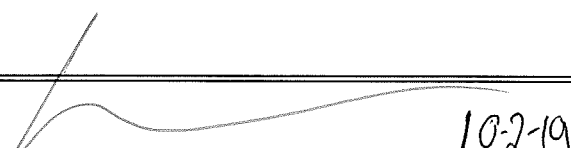
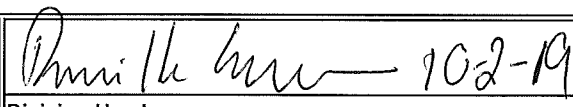

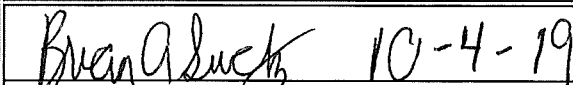
**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name Dept #
 Conflict Counsel 4154

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	16	4154	540560.70	1,800	Small Tools and Minor Equipment
- Line Item Decrease	-	100	16	4154	560.64	(1,800)	Meetings/Conference /Training Fees
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)

The attorneys have been vigilant in attending free or low cost conferences. Lodging and meals have been kept to a minimum. Some computer equipment is outdated and should be replaced.

 10-2-19	 10-2-19
Department Head	Division Head
 10/4/19	 10-4-19
County Manager	Budget & Finance Division Head

**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name Dept #
 9200 - Children and Youth 9200

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	920	70	9200	540.64	4,000	Vehicle Gas
- Line Item Decrease	-	920	70	9200	550.12	(4,000)	Workers Comp
	+	920	70	9200	550.19	15,000	Special Legal
	-	920	70	9200	550.15	(10,000)	Other Contract
	-	920	70	9200	550.34	(5,000)	Insurance
	+	920	70	9200	550.72	3,000	Repairs Vehicle
	-	920	70	9200	550.47	(3,000)	Repairs Machinery/Equip
	+	920	70	9200	550.84	20,000	Managed Print
	-	920	70	9200	560.18	(20,000)	Security
	+	920	70	9200	560.23	2,500	Background Checks
	-	920	70	9200	560.39	(2,500)	Subsidies
						Total	0 (Must equal 0)

Explanation (Attach memo if necessary)

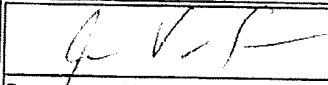
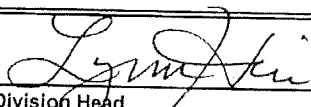
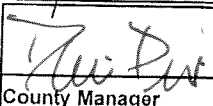
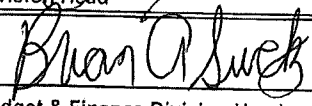
Account 540.64 Vehicle-Gas usage increased as employee usage of agency vehicles for visits and child transport has increased. This increase is offset by a decrease in the Workers Comp account 550.12, which is underbudget YTD due to estimated employee count vs. actual current employee count.

Account 550.47 Repairs-Machinery/Equip has not been used, therefore this balance should be transferred to Account 550.72 Repairs-Vehicles. This is again attributed to the increased usage of agency vehicles.

Account 550.19 Special legal has seen an increase due to direct billing from Luzerne County solicitors office.

Account 550.84 -Due to the necessity of additional printers, the quarterly cost of managed print services has increased.

Account 560.23- Background check costs have risen due to the more than anticipated applications being processed.

	9/27/19		10/3/19
Department Head	Date	Division Head	Date
	10/4/19		10/4/19
County Manager	Date	Budget & Finance Division Head	Date