

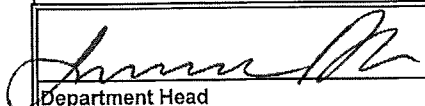
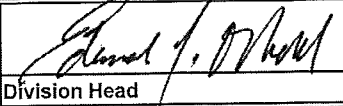
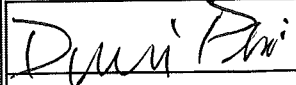
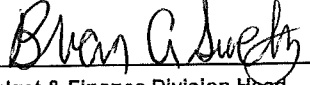
**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name	Dept #
ROAD & BRIDGE - LIQUID FUELS	200

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	200	50	4310	550.51	25,500	REPAIRS-BRIDGES
- Line Item Decrease	-	200	50	4310	550.72	(25,500)	REPAIRS-VEHICLES
- Line Item Decrease	-						
- Line Item Decrease	-						
- Line Item Decrease	-						
Total						0	(Must equal 0)

Explanation (Attach memo if necessary)

Line painting for Roads and Bridges is currently at \$59,150 while there is only \$34,864 remaining in the budget. Money is available in Vehicle Repairs for transfer.

 Department Head	 Division Head
12/20/19 Date	2019-1220 Date
 County Manager	 Budget & Finance Division Head
12/30/19 Date	12-27-19 Date

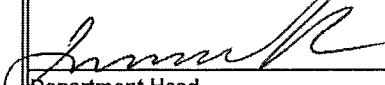
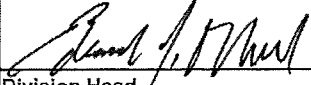
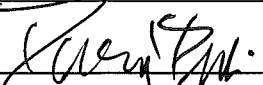

**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name	Dept #
ROAD & BRIDGE - GENERAL FUND	4310

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	50	4310	550.50	72,500	REPAIRS - ROADS
+ Line Item Increase	+	100	50	4310	550.30	7,500	REPAIRS-VEHICLES
- Line Item Decrease	-	100	50	4310	510.20	(48,000)	WAGES-REPRESENT
- Line Item Decrease	-	100	50	4310	510.35	(32,000)	WAGES - OVERTIME
Total						0	(Must equal 0)

Explanation (Attach memo if necessary)

Increased activity in Road Repair and Vehicle Repairs require additional funding. These funds are available thru vacant employee positions, and reduced overtime.

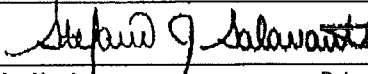
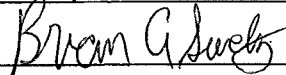
 Department Head	12/20/19 Date	 Division Head	2019-1220 Date
 County Manager	12/30/19 Date	 Budget & Finance Division Head	12-27-2019 Date

**LUZERNE COUNTY
BUDGET TRANSFER REQUEST 2019**

Department Name	Dept #
DISTRICT ATTORNEY	4194

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	12	4194	550.29	2,000	Mileage
- Line Item Decrease	-	100	12	4194	560.10	(2,000)	Capital Cases
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)
 Transfer to cover mileage expense

	 12/26/19
Department Head	Date
Division Head	Date
	 12/27/19
County Manager	Date
Budget & Finance Division Head	Date

**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name	Dept #
Budget and Finance	4139/4176

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	20	4139	540.14	3,550	office supplies
- Line Item Decrease	-	100	20	4176	540.70	1,050	small tools
		100	20	4176	550.28	4,050	parking
		100	20	4176	599.64	3,850	landfill
		100	20	4137	510.10	(12,500)	Wages Elected Officials
Total						0	(Must equal 0)

Explanation (Attach memo if necessary)
 For additional unforeseen expenses as well as technology upgrades.

		<i>Brian A. Swetz</i> 12-27-19	
Department Head	Date	Division Head	Date
<i>Dawn Tobi</i> 12/30/19		<i>Brian A. Swetz</i> 12-27-19	
County Manager	Date	Budget & Finance Division Head	Date

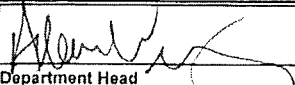
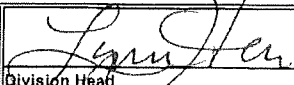
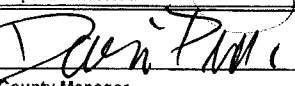
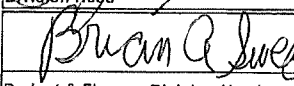
**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name: Office of Human Services Dept #: 9500

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	950	70	9500	540.14	1,500	Office Supplies
- Line Item Decrease	+	950	70	9500	550.30	210	Advertising
	+	950	70	9500	550.45	290	Repairs / Maintenance - Buildings
	-	950	70	9500	540.25	(700)	Computer Hardware under \$5000.00
	-	950	70	9500	550.19	(1,000)	Special Legal Services
	-	950	70	9500	550.25	(300)	Other Communication Expenses
Total						0	(Must equal 0)

Explanation (Attach memo if necessary)

An increase of \$1,500 is needed in Office Supplies for the replacement of furniture. The additional expense was not known when the 2019 budget was prepared. The amount budgeted for 2020 is sufficient. An increase of \$210 in Advertising is needed to pay the cost of additional RFP ad needed for the 2020-2022 contracts. This additional expense was not expected when the 2019 budget was prepared, and will not be needed in 2020 as the RFP covers 3 years. An increase of \$290 in Repairs / Maintenance - Buildings is needed for additional maintenance costs not foreseen during 2019 budget preparation. The additional expense is not projected to be needed in 2020. A decrease of (\$700) in Computer Hardware under \$5000 is possible due to fewer items purchased in 2019 than budgeted. The amount budgeted for 2020 is deemed sufficient. A decrease of (\$1,000) in Special Legal Services is the result of lower cost of Solicitor contract review in 2019 than was budgeted. The amount budgeted for 2020 is sufficient. A decrease of (\$300) in Other Communication Expense is the result of 1 employee foregoing the cell phone reimbursement during 2019. The amount budgeted for 2020 is sufficient.

	12/20/19		12/27/19
Department Head	Date	Division Head	Date
	12/30/19		12-27-19
County Manager	Date	Budget & Finance Division Head	Date