

**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name: **Assessment**

Dept #

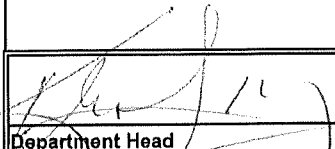
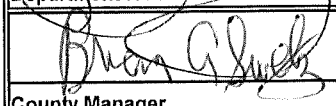
4136

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	20	4136	540.14	\$ 600.00	Office Supplies
- Line Item Decrease	-	100	20	4136	550.15	\$ (600.00)	Other Contractual
Total						\$ -	(Must equal 0)

Explanation (Attach memo if necessary)

I wasn't aware there was a pending water bill not paid. Accts payable brought to my attention that the office supplies budget was overdrawn. The stylus pens our field team needed were ordered and I thought accounted for. The order was not processed and therefore that money was not yet deducted. When we reordered them that's what created the deficit.

2022 Transfer

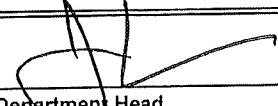
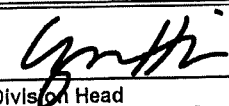
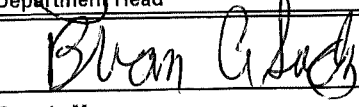
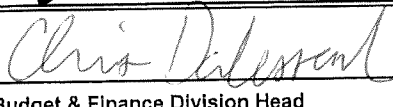
	<i>1/12/23</i>	<i>Chris Dalesandro</i>	<i>1-12-23</i>
Department Head	Date	Division Head	Date
	<i>1-12-23</i>	<i>Chris Dalesandro</i>	<i>1-12-23</i>
County Manager	Date	Budget & Finance Division Head	Date

LUZERNE COUNTY BUDGET TRANSFER REQUEST

Department Name Dept #
 Veteran Affairs 4491

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	70	4491	550.30	500	Advertising
- Line Item Decrease	-	100	70	4491	599.28	(500)	Burial Benefits
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)
 Requesting this budget transfer request in order to purchase a banner honoring veterans for Veteran's Day

 Date 11-2-22	 Date 1/5/23
 Date 1-13-23	 Date 1-13-23
<small>Department Head</small>	<small>Division Head</small>
<small>County Manager</small>	<small>Budget & Finance Division Head</small>

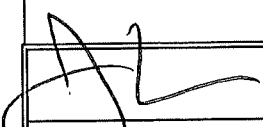
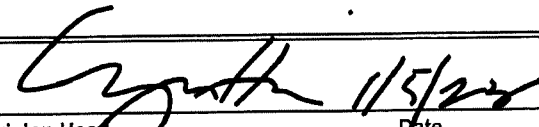
LUZERNE COUNTY BUDGET TRANSFER REQUEST

Department Name	Dept #
Veteran Affairs	4491

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	100	70	4491	540.14	500	Office Supplies
- Line Item Decrease	-	100	70	4491	599.28	(500)	Burial Benefits
Total						0	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)



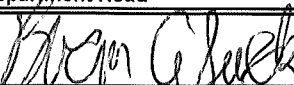

Requesting this budget transfer request in order to resolve a negative balance in account due to unexpected expenses related to purchase of copier/printer/fax machine for Hazleton office.

 Date: 11-2-22	 Date: 11/5/22
Department Head Brian C. Judy	Division Head Chris Dalestam
Date: 11-13-23	Date: 11/13/23
County Manager	Budget & Finance Division Head

2022

LUZERNE COUNTY BUDGET TRANSFER REQUEST							
Department Name						Dept #	
Community Development						4650	
Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	560	30	4650	530.45	\$4,500.00	Retirement
- Line Item Decrease	-	560	30	4650	590.32	-\$4,500.00	To Non Governmental
Total						\$0.00	<i>(Must equal 0)</i>

Explanation (Attach memo if necessary)
 This budget adjustment is necessary to have sufficient funds in our retirement line item to pay our 2022 retirement contribution.

 1/17/23	 1/17/2023
Department Head Date	Division Head Date
 1-17-23	 1-17-23
County Manager Date	Budget & Finance Division Head Date

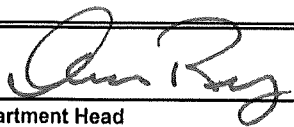
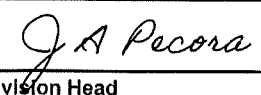
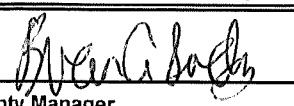
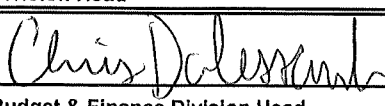
2022

**LUZERNE COUNTY
BUDGET TRANSFER REQUEST**

Department Name	Dept #
Community Development	4650

Action Type	Action	Fund	Div	Dept	Acct	Amount	Account Description
+ Line Item Increase	+	560	30	4650	550.44	\$500.00	Utilities
- Line Item Decrease	-	560	30	4650	590.30	-\$500.00	To Governmental Units
Total						\$0.00	(Must equal 0)

Explanation (Attach memo if necessary)
 This 2022 budget adjustment is needed so that sufficient funds are available to pay our electric bill for December, 2022.

 Date: 1/17/23	 Date: 1/17/2023
Department Head	Division Head
 Date: 1-17-23	 Date: 1-17-23
County Manager	Budget & Finance Division Head