

BILL NO. 32 - 2012

AN ORDINANCE

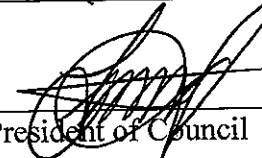
AN ORDINANCE AMENDING THE 2012 CITY OF READING GENERAL FUND BUDGET BY AUTHORIZING THE TRANSFER OF FUNDS FROM THE MAILROOM DIVISION TO THE CITIZENS SERVICE CENTER (CSC).

THE CITY OF READING HEREBY ORDAINS AS FOLLOWS:

SECTION 1. Amending the City of Reading 2012 Budget by authorizing the transfer of a total of \$124,966 from the Mailroom Division to the Citizens Service Center. (See attached affected line items)

SECTION 2. This ordinance shall become effective ten (10) days after its adoption, in accordance with Sections 219 & 221 of the City of Reading Home Rule Charter.

Enacted March 26, 2012

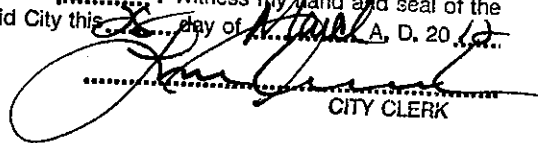


President of Council

Attest:




City Clerk

I, LINDA A. KELLEHER, City Clerk of the City of Reading, Pa., do hereby certify, that the foregoing is a true and correct copy of the original Ordinance passed by the Council of the City of Reading, on the 26 day of March A. D. 2012. Witness my hand and seal of the said City this 26 day of March A. D. 2012.


CITY CLERK

Submitted to Mayor: 

Date: 3/27/12

Received by the Mayor's Office: 

Date: 3/27/12

Approved by Mayor: 

Date: 3/27/12

Budget Modification Proposal

Move all Mailroom lines from Human Resources (01-11-22-xxxx) to CSC (01-06-19-xxxx)

	2012 Budget	Expended as of 2/23/12	Funds Remaining as of 2/23/12
22			
Mailroom			
01-11-22-4000	35,315	-	35,315
01-11-22-4402	5,000	-	5,000
01-11-22-4509	55,000	1,254	53,746
01-11-22-4900	16,080	1,631	14,449
01-11-22-4901	13,754	-	13,754
01-11-22-4913	2,702	-	2,702
22	127,851	2,885	124,966

Move From:

	Amount	Move To:
01-11-22-4000	35,315	01-06-19-4000 Salaries
01-11-22-4402	5,000	01-06-19-4402 Maintenance/Repair Equipment
01-11-22-4509	53,746	01-06-19-4509 Postage
01-11-22-4900	14,449	01-06-19-4900 Fringe Benefits
01-11-22-4901	13,754	01-06-19-4901 Pension
01-11-22-4913	2,702	01-06-19-4913 Social Security
	<u>124,966</u>	

This proposal changes the current Mailroom Clerk position to that of a Municipal Aide II. The position will perform mailroom duties as well as CSC duties, each a portion of the day.