



CITY OF ALLENTOWN

30501

RESOLUTION

R141 – 2022

Introduced by the Administration on September 21, 2022

Approves six transfers: (1) \$99,800 from Streets Required Due to Salt Prices Increased from \$55 to \$77; (2) \$24,000 from Parks and Recreation Needed to Pay for Chemicals and Other Materials to Improve the Course during the Fall Season and to Pay for Propane for Heating the Buildings at the Course; (3) \$18,000 from Traffic for Engineering Design for the Traffic Signal Improvements on the other Portions of 15th Street near Sumner Avenue; (4) \$16,500 from Finance Administration for DEI Training for Mayor's Cabinet Members (5) \$11,874 from Human Resources for Sage to provide a CDL Certification Course; (6) \$3,900 from Parks and Recreation to Repair the Football Lights at Percy Ruhe Park for Youth Sports Utilizing Fields.

Resolved by the Council of the City of Allentown, That

WHEREAS, the Administration has requested Council approve the following transfers:

- **\$99,800 from Streets Required Due to Salt Prices Increased from \$55 to \$77 from Account #000-03-0716-0001-30 (Rentals), Account #000-03-0716-0001-34 (Training & Professional Development), Account #000-03-0716-0001-46 (Contract Services); Account #000-03-0716-0001-54 (Repair & Maintenance Supplies); Account #000-03-0716-0001-72 (Equipment), Account #000-03-0702-0001-34 (Training & Professional Development), Account #000-03-0702-0001-46 (Contract Services); Account #000-03-0808-0002-42 (Repair & Maintenance Supplies) from Account #000-03-0716-0001-66 (Chemicals);**
- **\$24,000 from Parks and Recreation Needed to Pay for Chemicals and Other Materials to Improve the Course during the Fall Season and to Pay for Propane for Heating the Buildings at the Course from Account #091-08-9001-0004-42 (Repairs and Maintenance), Account #091-08-9001-0004-46 (Other Contract Services), Account #091-08-9001-0004-70 Pro Shop Inventory, Account #091-08-9001-0004-72 (Equipment) to Account #091-08-9001-0001-62 (Fuels, Oils and Lubricants), Account #091-08-9001-0001-66 (Chemicals), Account #091-08-9001-0001-68 (Operating Materials & Supplies);**
- **\$18,000 from Traffic for Engineering Design for the Traffic Signal Improvements on the other Portions of 15th Street near Sumner Avenue from Account #001-03-1912-2001-76 (Construction Contracts) to Account #001-03-1912-2001-46 (Contract Services);**
- **\$16,500 from Finance Administration for DEI Training for Mayor's Cabinet Members from Account #000-06-0603-0001-46 (Other Contract Services), Account #000-06-0603-0001-50 (Other Services & Charges) to Account #000-01-0201-0001-46 (Other Contract Services);**
- **\$11,874 from Human Resources for Sage to provide a CDL Certification Course for Employees from Account #000-06-0603-0001-50 (Other Services and Charges) to Account #081-02-8001-0001-34;**
- **\$3,900 from Parks and Recreation to Repair the Football Lights at Percy Ruhe Park for Youth Sports Utilizing Fields from Account #000-08-0905-0002-54 (Repair & Maintenance Supplies).**

NOW, THEREFORE, BE IT RESOLVED that City Council hereby approves the transfer.

	Yea	Nay
Candida Affa	X	
Ce-Ce Gerlach	X	
Daryl Hendricks	X	
Natalie Santos	X	
Joshua Siegel	X	
Ed Zucal	X	
Cynthia Y. Mota, President	X	
TOTAL	7	0

THIS IS TO CERTIFY, That the above copy of Resolution No. 30501 was adopted by the City Council of Allentown on the 21st day of September, 2022, and is on file in the City Clerk's Office.



 City Clerk

RECEIVED

SEP 06 2022

Posting Year:	Posting Date:	Posting #	Doc #
Period:		Ref #	Initials:

FINANCE DIRECTOR'S OFFICE **CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM**

TO: Seth O'Neill, Director	FROM: Dale Tretter
BUREAU: Department of Finance	BUREAU: Streets

TRANSFER DETAIL

Date of Request	2-Sep-22	Fund: General Fund	Transfer Amount:	\$99,800
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-03-0716-0001-30 Rentals	\$10,000.00	10,681.25	\$10,000.00	-
000-03-0716-0001-34 Training & Professional Devel.	2,000.00	5,016.67	5,016.67	3,016.67
000-03-0716-0001-46 Contract Services	5,000.00	23,694.00	7,729.93	2,729.93
000-03-0716-0001-54 Repair & Maint. Supplies	62,300.00	548,515.86	115,164.69	52,864.69
000-03-0716-0001-72 Equipment	7,500.00	11,285.79	7,595.72	95.72

TO (CREDIT)

CONTINUED...				

Reason Transfer is Required:

Reason Funds are Available for Transfer:

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

Amount not more than \$5,000.00	
Amount is greater than \$5,000.00	
Department Head/Deputy Director:	Date:
Director of Finance/Deputy Director:	Date:
City Controller (if amount is greater than \$5,000):	Date:
Mayor/Managing Director (if amount is greater than \$5,000):	Date:
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:	Date:

CITY COUNCIL

Cynthia Mota, President	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Ed Zucal, Vice President	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Candida Afia, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Ce-Ce Gerlach, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Daryl Hendricks, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Natalie Santos, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Joshua Siegel, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:

Posting Year:	Posting Date:	Posting #	Doc #
" Period:		Ref #	Initials:

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Seth O'Neill, Director	FROM: Dale Tretter
BUREAU: Department of Finance	BUREAU: Streets

TRANSFER DETAIL

Date of Request: 2-Sep-22 Fund: General Fund Transfer Amount: \$99,800

FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-03-0702-0001-34 Training & Professional Devel.	\$2,000.00	8,800.00	\$8,355.00	6,355.00
000-03-0702-0001-46 Contract Services	6,000.00	151,487.50	61,000.00	55,000.00
000-03-0808-0002-42 Repair & Maint. Supplies	5,000.00	177,700.00	49,775.22	44,775.22

TO (CREDIT)

000-03-0716-0001-66 Chemicals	\$99,800	\$143,900.00	\$7.00	115,807.00
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Reason Transfer is Required:

This transfer is required because the salt prices increased from \$55 to \$77. This transfer will allow Streets to order salt to fill the salt shed to prepare for the winter.

Reason Funds are Available for Transfer:

Funds are not being used in various accounts for items not purchased within 2022.

CW

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

<input type="checkbox"/> Amount not more than \$5,000.00			
<input checked="" type="checkbox"/> Amount is greater than \$5,000.00			
Department Head/Deputy Director: <i>[Signature]</i>		Date:	9-2-22
Director of Finance/Deputy Director: <i>Joshua Barabot</i>		Date:	9-6-22
City Controller (if amount is greater than \$5,000): <i>[Signature]</i>		Date:	9-7-22
Mayor/Managing Director (if amount is greater than \$5,000): <i>[Signature]</i>		Date:	9-7-22
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:		Date:	

CITY COUNCIL

Cynthia Mota, President	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Ed Zuca, Vice President	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Candida Affa, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Ce-Ce Gerlach, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Daryl Hendricks, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Natalie Santos, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Joshua Siegel, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:

Expenditure Status Report
 CITY OF ALLENTOWN
 1/1/2022 through 12/31/2022

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
000 GENERAL						
03 PUBLIC WORKS						
0716 STREETS						
0001 MAINTENANCE						
0001-02 PERMANENT WAGES	224,199.00	133,398.00	133,398.00	0.00	90,801.00	59.50
0001-06 PREMIUM PAY	31,500.00	18,362.26	18,362.26	0.00	13,137.74	58.29
0001-08 LONGEVITY	4,308.00	2,711.89	2,711.89	0.00	1,596.11	62.95
0001-11 SHIFT DIFFERENTIAL	4,814.00	1,325.58	1,325.58	0.00	3,488.42	27.54
0001-12 FICA	20,259.00	11,724.72	11,724.72	0.00	8,534.28	57.87
0001-14 PENSION	33,052.00	22,032.00	22,032.00	0.00	11,020.00	66.66
0001-16 INSURANCE - EMPLOYEE GRP	101,784.00	67,856.00	67,856.00	0.00	33,928.00	66.67
0001-20 ELECTRIC POWER	21,200.00	12,232.99	12,232.99	0.00	8,967.01	57.70
0001-26 PRINTING	1,240.00	622.24	622.24	177.76	440.00	64.52
0001-28 MILEAGE REIMBURSEMENT	100.00	0.00	0.00	0.00	100.00	0.00
0001-30 RENTALS	10,681.25	681.25	681.25	0.00	10,000.00	6.38
0001-32 PUBLICATIONS & MEMBERSHIP	1,080.00	661.60	661.60	0.00	418.40	61.26
0001-34 TRAINING & PROF. DEVELOP	5,016.67	0.00	0.00	0.00	5,016.67	0.00
0001-42 REPAIRS & MAINTENANCE	10,740.00	2,300.85	2,300.85	6,066.05	2,373.10	77.90
0001-46 OTHER CONTRACT SERVICES	23,694.00	15,964.07	15,964.07	0.00	7,729.93	67.38
0001-54 REPAIR & MAINT SUPPLIES	548,515.86	197,869.05	197,869.05	235,482.12	115,164.69	79.00
0001-56 UNIFORMS	16,597.00	10,734.72	10,734.72	2,819.24	3,043.04	81.67
0001-62 FUELS, OILS & LUBRICANTS	22,145.00	11,181.52	11,181.52	0.00	10,963.48	50.49
0001-66 CHEMICALS	143,900.00	134,794.61	134,794.61	9,098.39	7.00	100.00
0001-68 OPERATING MATERIALS & SUPP	19,300.00	1,916.96	1,916.96	608.00	16,775.04	13.08
0001-72 EQUIPMENT	11,285.79	3,653.97	3,653.97	36.10	7,595.72	32.70
Total MAINTENANCE	1,255,411.57	650,024.28	650,024.28	254,287.66	351,099.63	72.03
0002 STORMWATER						
Total STORMWATER	0.00	0.00	0.00	0.00	0.00	0.00
Total STREETS	1,255,411.57	650,024.28	650,024.28	254,287.66	351,099.63	72.03

Expenditure Status Report

CITY OF ALLENTOWN
 1/1/2022 through 12/31/2022

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prc't Used
000	GENERAL					
03	PUBLIC WORKS					
0702	ENGINEERING					
0001	DESIGN, PERMITS & INSPECTION					
0001-02	PERMANENT WAGES	743,155.00	425,098.65	0.00	318,056.35	57.20
0001-06	PREMIUM PAY	3,000.00	0.00	0.00	3,000.00	0.00
0001-08	LONGEVITY	9,342.00	5,169.56	0.00	4,172.44	55.34
0001-11	SHIFT DIFFERENTIAL	1,150.00	0.00	0.00	1,150.00	0.00
0001-12	FICA	56,233.00	32,431.86	0.00	23,801.14	57.67
0001-14	PENSION	100,809.00	67,208.00	0.00	33,601.00	66.67
0001-16	INSURANCE - EMPLOYEE GRP	310,441.00	206,960.00	0.00	103,481.00	66.67
0001-26	PRINTING	13,714.00	5,430.15	6,863.83	1,420.02	89.65
0001-28	MILEAGE REIMBURSEMENT	50.00	33.00	0.00	17.00	66.00
0001-30	RENTALS	4,000.00	2,608.48	0.00	1,391.52	65.21
0001-32	PUBLICATIONS & MEMBERSHIP	2,745.00	511.32	0.00	2,233.68	18.63
0001-34	TRAINING & PROF. DEVELOP	8,800.00	445.00	0.00	8,355.00	5.06
0001-42	REPAIRS & MAINTENANCE	20,500.00	16,151.63	0.00	4,348.37	78.79
0001-46	OTHER CONTRACT SERVICES	151,487.50	15,070.00	75,417.50	61,000.00	59.73
0001-50	OTHER SERVICES & CHARGES	4,539.00	601.95	0.00	3,937.05	13.26
0001-54	REPAIR & MAINT SUPPLIES	1,100.00	65.94	0.00	1,034.06	5.99
0001-56	UNIFORMS	1,774.00	798.57	500.00	475.43	73.20
0001-68	OPERATING MATERIALS & SUPP	17,665.00	7,248.78	8,596.89	1,819.33	89.70
0001-72	EQUIPMENT	1,110.00	0.00	1,105.04	4.96	99.55
0001-90	REFUNDS	1,000.00	589.78	0.00	410.22	58.98
	Total ENGINEERING	1,452,614.50	786,422.67	92,483.26	573,708.57	60.51

Expenditure Status Report
 CITY OF ALLENTOWN
 1/1/2022 through 12/31/2022

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
000 GENERAL						
03 PUBLIC WORKS						
0808 COMMUNICATIONS						
0001 EMERGENCY COMMUNICATIONS						
Total EMERGENCY COMMUNICATIONS	0.00	0.00	0.00	0.00	0.00	0.00
0002 TECHNICAL SERVICES						
0002-02 PERMANENT WAGES	368,520.00	235,783.19	235,783.19	0.00	132,736.81	63.98
0002-06 PREMIUM PAY	25,000.00	12,969.22	12,969.22	0.00	12,030.78	51.88
0002-08 LONGEVITY	5,459.00	3,570.58	3,570.58	0.00	1,888.42	65.41
0002-11 SHIFT DIFFERENTIAL	2,000.00	293.21	293.21	0.00	1,706.79	14.66
0002-12 FICA	30,880.00	19,212.64	19,212.64	0.00	11,667.36	62.22
0002-14 PENSION	49,578.00	33,048.00	33,048.00	0.00	16,530.00	66.66
0002-16 INSURANCE - EMPLOYEE GRP	152,676.00	101,784.00	101,784.00	0.00	50,892.00	66.67
0002-20 ELECTRIC POWER	15,000.00	7,467.91	7,467.91	0.00	7,532.09	49.79
0002-22 TELEPHONE	45,600.00	22,355.49	22,355.49	0.00	23,244.51	49.03
0002-26 PRINTING	2,400.00	243.88	243.88	0.00	25.84	98.92
0002-30 RENTALS	472,708.00	460,260.10	460,260.10	12,360.99	86.91	99.98
0002-32 PUBLICATIONS & MEMBERSHIP	380.00	92.78	92.78	0.00	287.22	24.42
0002-34 TRAINING & PROF. DEVELOP	5,000.00	1,900.00	1,900.00	0.00	3,100.00	38.00
0002-42 REPAIRS & MAINTENANCE	177,700.00	127,789.78	127,789.78	135.00	49,775.22	71.99
0002-46 OTHER CONTRACT SERVICES	25,700.00	16,606.74	16,606.74	0.00	9,093.26	64.62
0002-54 REPAIR & MAINT SUPPLIES	60,830.26	44,901.16	44,901.16	14,948.60	980.50	98.39
0002-56 UNIFORMS	2,235.00	270.10	270.10	1,000.00	964.90	56.83
0002-62 FUELS, OILS & LUBRICANTS	6,575.00	2,914.96	2,914.96	0.00	3,660.04	44.33
0002-68 OPERATING MATERIALS & SUPP	710.00	524.84	524.84	0.00	185.16	73.92
0002-72 EQUIPMENT	58,600.00	53,468.99	53,468.99	1,262.12	3,868.89	93.40
Total TECHNICAL SERVICES	1,507,551.26	1,145,457.57	1,145,457.57	31,836.99	330,256.70	78.09
0003 TELEPHONES						
Total TELEPHONES	0.00	0.00	0.00	0.00	0.00	0.00
Total COMMUNICATIONS	1,507,551.26	1,145,457.57	1,145,457.57	31,836.99	330,256.70	78.09

RECEIVED

AUG 30 2022

Posting Year: Posting Date: Posting # Doc #
" Period: Ref # Initials:

FINANCE DIRECTOR'S OFFICE CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Seth O'Neill, Director FROM: Bryne Heffner
BUREAU: Department of Finance BUREAU: Parks and Recreation

TRANSFER DETAIL

Date of Request: 30-Aug-22 Fund: Golf Transfer Amount: \$24,000.00

Table with columns: ACCOUNT (All 15 digits) and ACCOUNT TITLE, TRANSFER AMOUNT (\$), ORIGINAL APPROPRIATION (\$), CURRENT ACCOUNT TOTAL (\$), ACCOUNT TOTAL AFTER TRANSFER (\$). Rows include items like Repairs and Maintenance, Other Contract Services, Pro Shop Inventory, Equipment, Fuels, Oils and Lubricants, Chemicals, Operating Materials & Supplies.

Reason Transfer is Required: Needed to pay for chemicals and other materials to improve the course during the fall season and to pay for propane for heating the buildings at the course.

Reason Funds are Available for Transfer: Did not have many repairs and maintenance issues this year, hard time getting all the inventory materials as we have in the past and not needing any new driving range equipment that falls under category 72.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

Amount not more than \$5,000.00
[X] Amount is greater than \$5,000.00
Department Head/Deputy Director: Karen M. El-Chaar Date: 8/30/22
Director of Finance/Deputy Director: [Signature] Date: 8/30/22
City Controller (if amount is greater than \$5,000): [Signature] Date: 8/31/22
Mayor/Managing Director (if amount is greater than \$5,000): [Signature] Date: 9-1-22
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04: Date:

CITY COUNCIL

Table for City Council members: Cynthia Mola, Ed Zucal, Candida Affa, Ce-Ce Gerlach, Daryl Hendricks, Natalie Santos, Joshua Siegel. Columns for Name, [] Approved, [] Disapproved, Date.

Magliane, Casandra

From: Heffner, Bryne
Sent: Tuesday, August 30, 2022 1:18 PM
To: Magliane, Casandra
Subject: Transfer
Attachments: 2022_08_30_13_16_31.pdf

Cassie,
Attached is a larger transfer that will need to go in front of council.
Please let me know when we can expect this on council.
Thanks,
Bryne



Bryne Heffner (She/Her/Hers)
Clerk III
Department of Parks and Recreation | City of Allentown
3000 Parkway Blvd.
Allentown, PA, 18104
☎ +1 (610) 437-7757 x2178
📞 +1 (610) 437-7796
✉ Bryne.Heffner@allentownpa.gov
📍 🏠 📧

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verification

RECEIVED

SEP 09 2022

Posting Year:
Period:

Posting Date:

Posting #
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FINANCE DIRECTOR'S OFFICE

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Seth O'Neill, Director
BUREAU: Department of Finance

FROM: Nelson Varughese
BUREAU: Traffic

TRANSFER DETAIL

Date of Request 8-Sep-22 Fund: Capital Transfer Amount: \$18,000.00

FROM (DEBIT)

Table with 4 columns: ACCOUNT (All 15 digits) and ACCOUNT TITLE, TRANSFER AMOUNT (\$), ORIGINAL APPROPRIATION (\$), CURRENT ACCOUNT TOTAL (\$), ACCOUNT TOTAL AFTER TRANSFER (\$). Row 1: 001-03-1912-2001-76 Construction Contracts, \$18,000.00, 90,000.00, \$90,000.00, 72,000.00.

TO (CREDIT)

Table with 4 columns: ACCOUNT (All 15 digits) and ACCOUNT TITLE, TRANSFER AMOUNT (\$), ORIGINAL APPROPRIATION (\$), CURRENT ACCOUNT TOTAL (\$), ACCOUNT TOTAL AFTER TRANSFER (\$). Row 1: 001-03-1912-2001-46 Contract Services, \$18,000.00, \$110,000.00, \$110,000.00, 128,000.00.

Reason Transfer is Required:

This transfer is needed because the cost came back higher than anticipated for the engineering consultant design for the traffic signal improvements on the other portions of 15th Street near Sumner Ave.

Reason Funds are Available for Transfer:

The funds were originally appropriated estimating the cost of the contract. Once the pricing came back, the price came in higher than anticipated.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

Amount not more than \$5,000.00

X Amount is greater than \$5,000.00

Department Head/Deputy Director: [Signature]

Director of Finance/Deputy Director: [Signature]

City Controller (if amount is greater than \$5,000): [Signature]

Mayor/Managing Director (if amount is greater than \$5,000): [Signature]

Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:

9-8-2022

Date:

Date:

Date:

Date:

Date:

CITY COUNCIL

Cynthia Mota, President

[] Approved [] Disapproved

Date:

Ed Zucal, Vice President

[] Approved [] Disapproved

Date:

Candida Affa, Councilperson

[] Approved [] Disapproved

Date:

Ce-Ce Gerlach, Councilperson

[] Approved [] Disapproved

Date:

Daryl Hendricks, Councilperson

[] Approved [] Disapproved

Date:

Natalie Santos, Councilperson

[] Approved [] Disapproved

Date:

Joshua Siegel, Councilperson

[] Approved [] Disapproved

Date:

Expenditure Status Report
 CITY OF ALLENTOWN
 1/1/2022 through 12/31/2022

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
001 CAPITAL FUND						
03 PUBLIC WORKS						
1912 TRAF SIGNAL MODERNIZATION						
2001 G.O. BOND						
2001-46 OTHER CONTRACT SERVICES	110,000.00	0.00	0.00	0.00	110,000.00	0.00
2001-76 CONSTRUCTION CONTRACTS	90,000.00	0.00	0.00	0.00	90,000.00	0.00
Total CAPITAL FUND	200,000.00	0.00	0.00	0.00	200,000.00	0.00
Grand Total	200,000.00	0.00	0.00	0.00	200,000.00	0.00

Magliane, Casandra

From: Heiney, Gabrielle
Sent: Thursday, September 8, 2022 9:15 AM
To: Legislation Group Mailbox
Cc: Shahda, Mark; Petrik, David; Varughese, Nelson; Kale, Rubina
Subject: Transfer request for Traffic - 15th Street traffic signal improvements
Attachments: Traffic.15th Street signal consultant.Transfer.09_08_2022.pdf

Good morning,

Please see the attached transfer to allocate the funds for the recent RFP for McMahon to be the engineering consultant for the traffic signal improvements by 15th & Sumner Ave.

Thank you,
Gabrielle



Gabrielle M. Heiney
Public Works Operations Manager
Public Works | City of Allentown
641 S 10th Street
Allentown, PA, 18103
☎ +1 (610) 437-8729 x2583
📠 +1 (484) 661-9763
✉ Gabrielle.Heiney@allentownpa.gov



intended

contents

request

Expenditure Status Report

CITY OF ALLENTOWN
 1/1/2022 through 12/31/2022

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
000 GENERAL						
06 HUMAN RESOURCES						
0603 HUMAN RESOURCES						
0001 PERSONNEL ADMINISTRATION						
0001-02 PERMANENT WAGES	459,794.00	355,977.54	355,977.54	0.00	103,816.46	77.42
0001-04 TEMPORARY WAGES	5,000.00	521.25	521.25	0.00	4,478.75	10.43
0001-06 PREMIUM PAY	1,200.00	1,973.37	1,973.37	0.00	-773.37	164.45
0001-08 LONGEVITY	2,438.00	1,445.19	1,445.19	0.00	992.81	59.28
0001-12 FICA	35,835.00	26,798.93	26,798.93	0.00	9,036.07	74.78
0001-14 PENSION	57,841.00	38,560.00	38,560.00	0.00	19,281.00	66.67
0001-15 Employee - Health Insurance Opt Out	1,508.00	1,009.57	1,009.57	0.00	498.43	66.95
0001-16 INSURANCE - EMPLOYEE GRP	178,122.00	118,744.00	118,744.00	0.00	59,378.00	66.66
0001-26 PRINTING	1,500.00	548.55	548.55	451.45	500.00	66.67
0001-28 MILEAGE REIMBURSEMENT	300.00	0.00	0.00	0.00	300.00	0.00
0001-30 RENTALS	3,500.00	0.00	0.00	0.00	3,500.00	0.00
0001-32 PUBLICATIONS & MEMBERSHIP	4,610.00	2,256.00	2,256.00	0.00	2,354.00	48.94
0001-34 TRAINING & PROF. DEVELOP	52,600.00	38,574.88	38,574.88	0.00	14,025.12	73.34
0001-46 OTHER CONTRACT SERVICES	41,855.60	4,632.52	4,632.52	11,073.99	26,149.09	37.53
0001-50 OTHER SERVICES & CHARGES	85,833.33	31,619.08	31,619.08	15,270.60	38,943.65	54.63
0001-53 WELLNESS	10,267.24	8,610.06	8,610.06	0.00	1,657.18	83.86
0001-68 OPERATING MATERIALS & SUPP	46,000.00	8,552.69	8,552.69	0.00	37,447.31	18.59
0001-72 EQUIPMENT	11,000.00	2,761.93	2,761.93	0.00	8,238.07	25.11
Total GENERAL	999,204.17	642,585.56	642,585.56	26,796.04	329,822.57	66.99
Grand Total	999,204.17	642,585.56	642,585.56	26,796.04	329,822.57	66.99

Expenditure Status Report
 CITY OF ALLENTOWN
 1/1/2022 through 12/31/2022

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
000 GENERAL						
01 NONDEPARTMENTAL						
0201 OFFICE OF THE MAYOR						
0001 EXECUTIVE MANAGEMENT						
0001-02 PERMANENT WAGES	606,351.00	387,019.98	387,019.98	0.00	219,331.02	63.83
0001-04 TEMPORARY WAGES	5,000.00	0.00	0.00	0.00	5,000.00	0.00
0001-08 LONGEVITY	3,146.00	1,082.70	1,082.70	0.00	2,063.30	34.42
0001-12 FICA	35,665.00	29,083.53	29,083.53	0.00	6,581.47	81.55
0001-14 PENSION	49,578.00	33,048.00	33,048.00	0.00	16,530.00	66.66
0001-16 INSURANCE - EMPLOYEE GRP	152,676.00	101,784.00	101,784.00	0.00	50,892.00	66.67
0001-26 PRINTING	700.00	117.93	117.93	582.07	0.00	100.00
0001-28 MILEAGE REIMBURSEMENT	100.00	0.00	0.00	0.00	100.00	0.00
0001-32 PUBLICATIONS & MEMBERSHIP	2,750.00	399.00	399.00	0.00	2,351.00	14.51
0001-34 TRAINING & PROF. DEVELOP	4,000.00	3,656.30	3,656.30	0.00	343.70	91.41
0001-40 CIVIC EXPENSES	250.00	0.00	0.00	0.00	250.00	0.00
0001-46 OTHER CONTRACT SERVICES	28,938.00	154.99	154.99	25,938.00	2,845.01	90.17
0001-50 OTHER SERVICES & CHARGES	3,000.00	500.00	500.00	0.00	2,500.00	16.67
0001-56 UNIFORMS	46.39	46.30	46.30	0.00	0.09	99.81
0001-68 OPERATING MATERIALS & SUPP	1,453.61	752.29	752.29	0.00	701.32	51.75
0001-72 EQUIPMENT	15,147.04	0.00	0.00	8,074.50	7,072.54	53.31
Total GENERAL	908,801.04	557,645.02	557,645.02	34,594.57	316,561.45	65.17
Grand Total	908,801.04	557,645.02	557,645.02	34,594.57	316,561.45	65.17

Danek, Audrey

From: Baraket, Jessica
Sent: Thursday, September 8, 2022 11:47 AM
To: Danek, Audrey
Subject: RE: CDL Transfer For Approval- Updated

Follow Up Flag: Follow up
Flag Status: Flagged

Approved. Please make sure John knows what is going on and Marge knows what account to use for the change order. Thank you.



Jessica Baraket, CPPO, CPCP, NIGP-CPP
Interim Human Resources Director - Deputy Finance Director
Department of Finance | City of Allentown
435 Hamilton Street
Allentown, PA, 18101
☎ +1 (610) 437-7500 x2230
📠 +1 (610) 437-8780
✉ Jessica.Baraket@allentownpa.gov



From: Danek, Audrey <Audrey.Danek@allentownpa.gov>
Sent: Thursday, September 8, 2022 11:39 AM
To: Baraket, Jessica <Jessica.Baraket@allentownpa.gov>
Subject: CDL Transfer For Approval- Updated

Can you approve this budget transfer to move funds from HR to Risk for the CDL certification course for 2 employees?

RECEIVED

SEP 01 2022

Posting Year:
Period:

Posting Date:

Posting #
Ref #

Doc #
Initials:

FINANCE DIRECTOR'S OFFICE

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Seth O'Neill, Director

FROM:

Bryne Heffner

BUREAU: Department of Finance

BUREAU:

Parks and Recreation

TRANSFER DETAIL

Date of Request 1-Sep-22

Fund: General - Recreation

Transfer Amount:

\$3,900.00

FROM (DEBIT)

Table with 5 columns: ACCOUNT (All 15 digits) and ACCOUNT TITLE, TRANSFER AMOUNT (\$), ORIGINAL APPROPRIATION (\$), CURRENT ACCOUNT TOTAL (\$), ACCOUNT TOTAL AFTER TRANSFER (\$). Row 1: 000-08-0905-0002-46 Other Contract Services, \$3,900.00, 191,524.00, \$38,704.00, 34,804.00.

TO (CREDIT)

Table with 5 columns: ACCOUNT (All 15 digits) and ACCOUNT TITLE, TRANSFER AMOUNT (\$), ORIGINAL APPROPRIATION (\$), CURRENT ACCOUNT TOTAL (\$), ACCOUNT TOTAL AFTER TRANSFER (\$). Row 1: 000-08-0905-0002-54 Repair & Maintenance Supplies, \$3,900.00, \$4,900.00, \$1,063.61, 4,963.61.

Reason Transfer is Required:

To repair the football lights at Percy Ruhe Park for youth sports utilizing our fields. Repairs were more than anticipated once started the work.

Reason Funds are Available for Transfer:

Unable to secure Summer Playground Program bussing.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

X Amount not more than \$5,000.00
Amount is greater than \$5,000.00

Department Head/Deputy Director:

Karen M. El-Haar

Date: 9/1/22

Director of Finance/Deputy Director:

Julia Barant

Date: 9/1/22

City Controller (if amount is greater than \$5,000):

[Signature]

Date: 9-1-22

Mayor/Managing Director (if amount is greater than \$5,000):

[Signature]

Date: 9-1-22

Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:

Date:

CITY COUNCIL

Table with 3 columns: Name, Approval (Approved/Disapproved), Date. Rows include Cynthia Mota, Ed Zucal, Candida Affa, Ce-Ce Gerlach, Daryl Hendricks, Natalie Santos, Joshua Siegel.

Magliane, Casandra

From: Magliane, Casandra
Sent: Thursday, September 1, 2022 1:44 PM
To: Heffner, Bryne; Rhoads, Robert
Cc: O'Neill, Seth
Subject: RE: Transfer

Bryne

This will need to go the route of signatures for council as a transfer was processed 8/24/2022 in the amount of \$4800 for the same purpose. This puts the total transfer at \$8700.

From: Heffner, Bryne <Bryne.Heffner@allentownpa.gov>
Sent: Thursday, September 1, 2022 12:21 PM
To: Magliane, Casandra <Casandra.Magliane@allentownpa.gov>
Cc: Rhoads, Robert <Robert.Rhoads@allentownpa.gov>
Subject: Transfer

Cassie,
Attached is a small transfer.

Rob, I copied you as I may be leaving early today so you are aware when Cassie completes this that you are good to use.

Thanks,
Bryne



Bryne Heffner (She/Her/Hers)
Clerk III
Department of Parks and Recreation | City of Allentown
3000 Parkway Blvd.
Allentown, PA, 18104
☎ +1 (610) 437-7757 x2178
📠 +1 (610) 437-7796
✉ Bryne.Heffner@allentownpa.gov
📍 🏠 🌐

intended

not accept liability for any
copy version

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