

JAN 11 2016

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

## CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Brent A. Hartzell, Director	FROM: Asst. Chief Gail Struss
BUREAU: Department of Finance	BUREAU: Police

## TRANSFER DETAIL

Date of Request: 8-Jan-16	Fund: General	Transfer Amount: 335,853.06
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## FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-04-0802-0001-05 - Education Pay	11,250.00	75,000.00	11,250.00	-
000-04-0802-0001-09 - Uniform Allow.	12,750.00	83,500.00	12,750.00	-
000-04-0802-0001-11 - Shift Diff.	136,454.43	239,560.00	136,454.43	-
000-04-0802-0001-12 - FICA	68,198.82	421,368.00	68,198.82	-
000-04-0802-0001-46 - other contract services	42,199.81	204,669.00	59,952.80	17,752.99
000-04-0802-0001-56 - uniforms	40,000.00	159,503.00	42,873.19	2,873.19
000-04-0802-0004-68 - operating materials & supplies	25,000.00	107,296.00	26,948.09	1,948.09
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## TO (CREDIT)

000-04-0802-0001-03 - Holiday Pay	76,906.55	653,846.00	(76,906.55)	-
000-04-0802-0001-06 - Prem. Pay	202,152.10	1,809,534.04	(202,152.10)	-
000-04-0802-0001-07 - Extra Duty Pay	49,223.42	475,000.00	(49,223.42)	-
000-04-0802-0001-08 - Longevity	6,590.89	217,683.00	(6,590.89)	-
000-04-0802-0004-03 - Holiday Pay	980.10	10,300.00	(980.10)	-
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## Reason Transfer is Required:

Allentown Police Department is still working to reach full complement, which has been a challenge. As a result, increased overtime has been required in an effort to maintain police administration's aggressive new approach to policing. This overtime has led to a marked increase in police presence in our neighborhoods, citizens feeling safer and transformation of the perception of safety in Center City for both residents & those attending events downtown.

## Reason Funds are Available for Transfer:

Due to vacancies throughout the year, the personnel expenditure line items were not as high as originally anticipated allowing for this transfer to occur.

## TRANSFER AUTHORIZATIONS WITHIN &amp; BETWEEN PROGRAMS

	Amount not more than \$5,000.00
X	Amount is greater than \$5,000.00
Department Head: <i>G. Struss</i>	Date: 1/11/16
Director of Finance: <i>Brent Hartzell</i>	Date: 1/13/2016
Managing Director (if amount is greater than \$5,000): <i>J. Douglas</i>	Date: 1/14/16
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:	Date:

## CITY COUNCIL


Ray O'Connell, President:	<i>Ray O'Connell</i>	[X] Approved [ ] Disapproved	Date: 1/14/16
Daryl Hendricks, Vice President:	<i>Daryl Hendricks</i>	[X] Approved [ ] Disapproved	Date: 14-JAN-16
Candida Affa, Councilperson:	<i>Candida Affa</i>	[X] Approved [ ] Disapproved	Date:
Jeff Glazier, Councilperson:	<i>Jeff Glazier</i>	[X] Approved [ ] Disapproved	Date: 1-14-16
Julio Guridy, Councilperson		[ ] Approved [ ] Disapproved	Date:
Roger MacLean, Councilperson		[ ] Approved [ ] Disapproved	Date:
Cynthia Mota, Councilperson		[ ] Approved [ ] Disapproved	Date:



## **Allentown Police Department Memorandum**

Date: January 11, 2016

To: Brent Hartzell, Director  
Department of Finance

From: Keith A. Morris   
Chief of Police

Subject: Negative Balances

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Although the police department was over approximately \$335,853.06 in the FY2015 budget, I am compelled to point out the following:

The Police Department has invoiced for numerous city events (ie: Arena, School District, Uniform Services, etc.) for overtime reimbursement through miscellaneous invoicing. The total amount of \$ 169,185.67 was invoiced in 2015, which is not reflected back in the premium pay, Account #000-04-0802-0001-06.

Also, the negative balance in Extra Duty Pay, Account #000-04-0802-001-07, is related to an increase in the contracted hourly rate paid to each officer and to the vendors. In 2015, the Extra Duty Job expenditure was \$ 524,223.42 and the total amount invoiced was \$636,644.37. That is an additional \$112,420.95 in revenue that the police department brought into the city that is not reflected in the budget.

The negative balance in Holiday Pay, Account #0000-04-0802-0001-03, is related to two additional holidays that each officer received as part of their contract in 2015.

Finally, Longevity, Account #0000-04-0802-0001-08, is not calculated by police department personnel.