



CITY OF ALLENTOWN

30994

RESOLUTION

R231 – 2024

Introduced by the Administration on December 18, 2024

Approves six transfers:

1. \$552,000.00 Police Operations Premium Pay
2. \$189,357.49 EMS Premium Pay and Temp Wages
3. \$135,000.00 Public Works Air Handler Transfer
4. \$122,282.45 Fire Premium Pay
5. \$70,000.00 Risk Fund Transfer for Bridgeworks security upgrades
6. \$13,402.40 IT Dept Perm Wages deficit in Mail & Print Program

Resolved by the Council of the City of Allentown, That

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

- \$552,000.00 in Police from Account #000-04-0802-0001-05, Account #000-04-0802-0001-07, Account #000-04-0802-0001-09, Account #000-04-0802-0001-32, Account #000-04-0802-0001-42, Account #000-04-0802-0001-46, Account #000-04-0802-0001-56, Account #000-04-0802-0001-68, Account #000-04-0802-0001-72, Account # 000-04-0802-0004-34, Account #000-04-0802-0004-56, Account #000-04-0802-0004-68, Account #000-04-0802-0004-90, Account #000-04-0808-0002-42, Account #000-06-0603-0005-40, Account #000-06-0603-0005-46, Account #000-06-0603-0005-68 to Account #000-04-0802-0001-06;
- \$189,357.49 in EMS from Account #000-05-0803-0002-04 (Temporary Wages), Account #000-02-0602-0004-34 (Training & Prof. Develop), Account #000-02-0602-0003-34 (Training & Prof. Develop), Account #000-03-0707-0001-55 (Property Repairs), Account #000-02-0602-0001-50 (Other Contract Services), Account #000-02-0602-0003-46 (Other Contract Services), Account #000-02-0602-0001-90 (Refunds); to Account #000-05-0605-0003-04 (Temp Wages), Account #000-05-0605-0003-06 (Premium Pay);
- \$135,000.00 in Building Maintenance from Account #001-03-2041-2001-42 (Repairs & Maintenance) to Account #001-03-2041-2119-76 (Construction Contracts);
- \$122,282.45 in Fire from Account #000-05-0803-0002-34 (Training & Prof. Develop), Account #000-05-0803-0002-46 (Other Contract Services), Account #000-01-0501-0001-04 (Temporary Wages), Account #000-02-0602-0005-34 (Training & Prof. Develop), Account #000-01-0201-0001-04 (Temporary Wages), Account #000-06-0603-0005-46 (Other Contract Services), Account #000-06-0603-0005-40 (Civic Expenses) to Account #000-05-0803-0002-06 (Premium Pay);
- \$70,000.00 in Risk Management to Fund the 3rd Floor Bridgeworks Redesign and Security Upgrades Project from Account #081-02-8001-0001-87 (Professional Losses) to Account #081-02-8001-0001-46;
- \$13,402.40 in Mail & Print Services to Correct the Negative Balances for the Permanent Wages and FICA Expense Accounts. These personnel expense accounts were budgeted last year with one of the positions as a vacant position at step A. The employee selected was an internal hire from a different department with longer tenure, so the actual wages that the employee is receiving is higher than the budgeted amount from Account #000-07-0604-0003-24 (Postage & Shipping) to Account #000-07-0604-0003-02 (Permanent Wages) Account #000-07-0604-0003-12 (FICA).

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

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

THIS IS TO CERTIFY, That the above copy of Resolution No. 30994 was adopted by the City Council of Allentown on the 18th day of December, 2024; and is on file in the City Clerk's Office.



 City Clerk

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

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO:	Bina Patel, Director of Finance	FROM:	Martina Sell on behalf of Police Operations
BUREAU:	Department of Finance	BUREAU:	Police

TRANSFER DETAIL

Date of Request:	12-Dec-24	Fund: General	Transfer Amount:	\$552,000
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ADJUSTED APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-04-0802-0001-05	\$ 29,650.00	\$ 140,000.00	\$ 29,650.00	\$ -
000-04-0802-0001-07	\$ 60,000.00	\$ 300,000.00	\$ 161,737.93	\$ 101,737.93
000-04-0802-0001-09	\$ 17,200.00	\$ 182,900.00	\$ 17,200.00	\$ -
000-04-0802-0001-32	\$ 5,000.00	\$ 39,085.00	\$ 6,479.00	\$ 1,479.00
000-04-0802-0001-42	\$ 2,000.00	\$ 265,307.00	\$ 4,545.77	\$ 2,545.77
000-04-0802-0001-46	\$ 90,000.00	\$ 1,070,798.31	\$ 94,899.09	\$ 4,899.09
000-04-0802-0001-56	\$ 45,000.00	\$ 249,800.00	\$ 48,264.66	\$ 3,264.66
000-04-0802-0001-68	\$ 100,000.00	\$ 312,061.19	\$ 165,545.49	\$ 65,545.49
000-04-0802-0001-72	\$ 2,000.00	\$ 135,920.29	\$ 4,815.73	\$ 2,815.73
000-04-0802-0004-34	\$ 9,000.00	\$ 16,200.00	\$ 9,219.80	\$ 219.80
000-04-0802-0004-56	\$ 18,000.00	\$ 24,525.00	\$ 18,572.02	\$ 572.02
000-04-0802-0004-68	\$ 60,000.00	\$ 296,432.39	\$ 70,418.17	\$ 10,418.17
000-04-0802-0004-90	\$ 12,000.00	\$ 12,000.00	\$ 12,000.00	\$ -
000-04-0808-0002-42	\$ 10,000.00	\$ 159,000.00	\$ 19,889.98	\$ 9,889.98
000-06-0603-0005-40	\$ 19,000.00	\$ 50,000.00	\$ 27,083.29	\$ 8,083.29
000-06-0603-0005-46	\$ 45,000.00	\$ 70,000.00	\$ 52,958.00	\$ 7,958.00
000-06-0603-0005-68	\$ 28,150.00	\$ 36,828.02	\$ 35,066.87	\$ 6,916.87

TO (CREDIT)

000-04-0802-0001-06	\$ 552,000.00	\$ 2,147,300.00	\$ (352,845.39)	\$ 199,154.61
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

Reason Transfer is Required:

The transfer is required because Police overtime has exceeded the budgeted amount and the negative amount will need to be corrected.

Reason Funds are Available for Transfer:

There are funds available across the various Police accounts because we are nearing the end of the year and most of the money that will need to be spent has already been encumbered. There is money available from the DEI budget because the Coordinator position was left vacant for 3 months and funds were not needed at that time.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

☒	Check if amount is equal to or less than \$5,000.00
☐	Check if amount is greater than \$5,000.00
Department Head/Deputy Director:	<i>Cynthia Mota</i> 12/13/24 Date:
Director of Finance/Deputy Director:	<i>Cecilia Barashet</i> 12/13/24 Date:
City Controller (if amount is greater than \$5,000):	<i>Mylo</i> 12/13/24 Date:
Mayor/Managing Director (if amount is greater than \$10,000):	<i>Mylo</i> 12-16-24 Date:
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:	

CITY COUNCIL

Cynthia Mota, President	☐ Approved ☐ Disapproved	Date:
Santo Napoli, Vice President	☐ Approved ☐ Disapproved	Date:
Candida Affa, Councilperson	☐ Approved ☐ Disapproved	Date:
Cecilia Gerlach, Councilperson	☐ Approved ☐ Disapproved	Date:
Ed Zucal, Councilperson	☐ Approved ☐ Disapproved	Date:
Natalie Santos, Councilperson	☐ Approved ☐ Disapproved	Date:
Daryl Hendricks, Councilperson	☐ Approved ☐ Disapproved	Date:

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

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Bina Patel, Director of Finance FROM: Reem Elsayed c/o Efrain Agosto Fire Chief
BUREAU: Department of Finance BUREAU: EMS

TRANSFER DETAIL

Date of Request: 12-Dec-24 Fund: General Transfer Amount: \$ 189,357.49

FROM (DEBIT)				
ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ADJUSTED APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-05-0803-0002-04	\$ 30,000.00	\$ 30,000.00	\$ 30,000.00	\$ -
Temporary Wages				\$ -
000-02-0602-0004-34	\$ 8,425.80	\$ 11,928.00	\$ 8,425.80	\$ -
Training & Prof. Develop				\$ -
000-02-0602-0003-34	\$ 14,100.00	\$ 23,117.39	\$ 14,706.82	\$ 606.82
Training & Prof. Develop				\$ -
000-03-0707-0001-55	\$ 98,000.00	\$ 120,000.00	\$ 105,901.68	\$ 9,901.68
Property Repairs				\$ -
000-02-0602-0001-50	\$ 25,000.00	\$ 34,535.00	\$ 31,889.17	\$ 6,889.17
Other Contract Services				\$ -
000-02-0602-0003-46	\$ 6,292.13	\$ 94,500.00	\$ 6,912.50	\$ 620.37
Other Contract Services				\$ -
000-02-0602-0001-80	\$ 8,919.89	\$ 255,000.00	\$ 141,387.00	\$ 132,467.31
Refunds				

TO (CREDIT)				
000-05-0805-0003-04	\$ 158,026.03	\$ 600,000.00	\$ (158,026.03)	\$ -
Premium Pay				\$ -
000-05-0805-0003-06	\$ 30,711.59	\$ 102,000.00	\$ (30,711.59)	\$ -
Temporary Wages				\$ -
000-05-0605-0003-04	\$ 30,711.59	\$ 102,000.00	\$ (30,711.59)	\$ -
0005-04-Temp				\$ -
000-05-0605-0003-04	\$ 158,026.03	\$ 600,000.00	\$ (158,026.03)	\$ -

- Temp Wages
- Premium pay

Reason Transfer is Required:

To cover year end negative balances in temporary wages and premium pay accounts.

Reason Funds are Available for Transfer:

Funds are available in 000-05-0803-0002-04 because the part time clerk is starting in 2025. Account 000-02-0602-0004-34 has funds available because the GFOA conference and Tyler conference were scheduled during the same time, therefore the Tyler conference was not attended this year. 000-02-0602-0003-34 has funds available as less conferences were attended due to scheduling conflicts. Funds are available in 000-03-0707-0001-55 because while the city owned rental properties were being evaluated this year, repairs could not be completed. The repairs are budgeted for in 2025 and will be done next year. 000-02-0602-0001-50: Revenue and Audit originally budgeted to file a Writ of Scire Facias on up to 6 properties that would expose them to a public sale to satisfy the claims on municipal liens. We did not pursue this collection effort because we did not locate claims where taxpayer's were unresponsive to our collection efforts. 000-02-0602-0003-46: Financial advisory services consultant is not charging invoices for the rest of the year. 000-02-0602-0001-80 Revenue and Audit can assist with the \$8,919.89 amount at the moment. There are still refund payables and the department is monitoring requests.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

☒ Check if amount is equal to or less than \$5,000.00	Date:
☐ Check if amount is greater than \$5,000.00	Date:
Department Head/Deputy Director: <i>[Signature]</i>	Date: 12/12/24
Director of Finance/Deputy Director: <i>[Signature]</i>	Date: 12-12-24
City Controller (if amount is greater than \$5,000): <i>[Signature]</i>	Date: 12-12-24
Mayor/Managing Director (if amount is greater than \$10,000): <i>[Signature]</i>	Date: 12-12-24
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:	Date:

CITY COUNCIL

Cynthia Mota, President	☐ Approved ☐ Disapproved	Date:
Santo Napoli, Vice President	☐ Approved ☐ Disapproved	Date:
Candide Alfa, Councilperson	☐ Approved ☐ Disapproved	Date:
Cecilia Gerlach, Councilperson	☐ Approved ☐ Disapproved	Date:
Ed Zucal, Councilperson	☐ Approved ☐ Disapproved	Date:
Natalie Santos, Councilperson	☐ Approved ☐ Disapproved	Date:
Daryl Hendricks, Councilperson	☐ Approved ☐ Disapproved	Date:

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

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO:	Bina Patel, Director of Finance	FROM:	Gabrielle Heiney
BUREAU:	Department of Finance	BUREAU:	Building Maintenance

TRANSFER DETAIL

Date of Request:	11-Dec-24	Fund: Capital Fund	Transfer Amount: \$	135,000.00
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ADJUSTED APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
001-03-2041-2001-42	\$ 135,000.00	\$ 721,241.50	\$ 280,951.50	\$ 145,951.50
Repairs & Maintenance				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

TO (CREDIT)

001-03-2041-2119-76	\$ 135,000.00	\$ 1,000,000.00	\$ -	\$ 135,000.00
Construction Contracts				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

Reason Transfer is Required:

The transfer is required to cover the additional funding needed to replace Air Handler #1 at City Hall.

Reason Funds are Available for Transfer:

The funds are available because the repairs needed to city buildings could come out of either account (Acct 42 OR Acct 76) and this repair came in over budget. Thankfully we have funding available to cover the shortfall.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

☐	Check if amount is equal to or less than \$5,000.00		
☒	Check if amount is greater than \$5,000.00		
Department Head/Deputy Director:	<i>[Signature]</i>	Date:	12-11-24
Director of Finance/Deputy Director:	<i>[Signature]</i>	Date:	12/11/2024
City Controller (if amount is greater than \$5,000):	<i>[Signature]</i>	Date:	12-12-24
Mayor/Managing Director (if amount is greater than \$10,000):	<i>[Signature]</i>	Date:	12/12/24
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:		Date:	

CITY COUNCIL

Cynthia Mota, President	☐ Approved ☐ Disapproved	Date:
Santo Napoli, Vice President	☐ Approved ☐ Disapproved	Date:
Candida Affa, Councilperson	☐ Approved ☐ Disapproved	Date:
Cecilia Gerlach, Councilperson	☐ Approved ☐ Disapproved	Date:
Ed Zucal, Councilperson	☐ Approved ☐ Disapproved	Date:
Natalie Santos, Councilperson	☐ Approved ☐ Disapproved	Date:
Daryl Hendricks, Councilperson	☐ Approved ☐ Disapproved	Date:

Expenditure Status Report

CITY OF ALLENTOWN
1/1/2024 through 12/31/2024

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Pct Used
001 CAPITAL FUND						
03 PUBLIC WORKS						
2041 CITY-OWNED BUILDING REPAIRS						
1501 GENERAL OBLIGATION BONDS						
1501-42 REPAIRS & MAINTENANCE	872.06	0.00	0.00	0.00	872.06	0.00
Total GENERAL OBLIGATION BONDS	872.06	0.00	0.00	0.00	872.06	0.00
2001 GENERAL OBLIG BONDS						
2001-42 REPAIRS & MAINTENANCE	721,241.50	0.00	0.00	440,290.00	280,951.50	61.05
Total GENERAL OBLIG BONDS	721,241.50	0.00	0.00	440,290.00	280,951.50	61.05
2119 ARPA FUNDING						
2119-76 CONSTRUCTION CONTRACTS	1,000,000.00	21,500.00	21,500.00	978,500.00	0.00	100.00
Total ARPA FUNDING	1,000,000.00	21,500.00	21,500.00	978,500.00	0.00	100.00
Total CAPITAL FUND	1,722,113.56	21,500.00	21,500.00	1,418,790.00	281,823.56	83.64
Grand Total	1,722,113.56	21,500.00	21,500.00	1,418,790.00	281,823.56	83.64

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

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Bina Patel, Director of Finance	FROM: Reem Elsayed c/o Efrain Agosto Fire Chief
BUREAU: Department of Finance	BUREAU: Fire

TRANSFER DETAIL

Date of Request: 13-Dec-24	Fund: General	Transfer Amount: \$ 122,282.45
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ADJUSTED APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-05-0803-0002-34 Training & Prof. Develop	\$ 10,000.00	\$ 79,255.00	\$ 21,675.90	\$ 11,675.90
000-05-0803-0002-46 Other Contract Services	\$ 9,900.00	\$ 21,870.00	\$ 17,950.00	\$ 8,050.00
000-01-0501-0001-04 Temporary Wages	\$ 63,000.00	\$ 69,600.00	\$ 63,850.00	\$ 850.00
000-02-0602-0005-34 Training & Prof. Develop	\$ 5,000.00	\$ 15,714.00	\$ 9,851.20	\$ 4,851.20
000-01-0201-0001-04 Temporary Wages	\$ 19,500.00	\$ 19,500.00	\$ 19,500.00	\$ -
000-06-0603-0005-46 Other Contract Services	\$ 6,799.45	\$ 70,000.00	\$ 48,963.00	\$ 42,163.55
000-06-0603-0005-40 Civic Expenses	\$ 8,083.00	\$ 50,000.00	\$ 27,083.29	\$ 19,000.29

TO (CREDIT)

000-05-0803-0002-06 Premium Pay	\$ 122,282.45	\$ -	\$ (122,282.45)	\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

Reason Transfer is Required:

To correct year end negative balance.

Reason Funds are Available for Transfer:

000-05-0803-0002-34: Conferences will be attended next year and educational reimbursements were lower than anticipated. 000-05-0803-0002-46: Vehicle graphics and Audit of grants will take place next year. 000-01-0501-0001-04: Temp attorney position was not filled this year. 000-02-0602-0005-34: Area 2 conference was not attended, and due to staffing needs only one staff member was able to attend the NIGP conference this year. 000-01-0201-0001-04: Interns were not hired this year. 000-06-0803-0005-46 and 000-06-0603-0005-40: Due to a vacancy in this program for a portion of the year, these accounts have savings for 2024.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

☒	Check if amount is equal to or less than \$5,000.00
☐	Check if amount is greater than \$5,000.00
Department Head/Deputy Director:	Date: 12/13/24
Director of Finance/Deputy Director:	Date: 12-13-24
City Controller (if amount is greater than \$5,000):	Date: 12-16-24
Mayor/Managing Director (if amount is greater than \$10,000):	Date: 12-16-24
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:	

CITY COUNCIL

Cynthia Mota, President	☐ Approved ☐ Disapproved	Date:
Santo Napol, Vice President	☐ Approved ☐ Disapproved	Date:
Candida Alfa, Councilperson	☐ Approved ☐ Disapproved	Date:
Cecilia Gerlach, Councilperson	☐ Approved ☐ Disapproved	Date:
Ed Zucal, Councilperson	☐ Approved ☐ Disapproved	Date:
Natalie Santos, Councilperson	☐ Approved ☐ Disapproved	Date:
Daryl Hendricks, Councilperson	☐ Approved ☐ Disapproved	Date:

Expenditure Status Report
CITY OF ALLENTOWN
1/1/2024 through 12/31/2024

000 GENERAL
05 FIRE
0803 FIRE

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Pct Used
0001 ADMIN/PLANNING/TRAINING						
Total ADMIN/PLANNING/TRAINING	0.00	0.00	0.00	0.00	0.00	0.00
0002 FIRE ADMINISTRATION & OPERATIONS						
0002-02 PERMANENT WAGES	11,131,843.00	10,045,827.17	10,045,827.17	0.00	1,086,015.83	90.24
0002-03 HOLIDAY PAY	885,968.00	769,429.36	769,429.36	0.00	116,538.64	86.85
0002-04 TEMPORARY WAGES	30,000.00	0.00	0.00	0.00	30,000.00	0.00
0002-06 PREMIUM PAY	3,048,698.00	3,170,980.45	3,170,980.45	0.00	-122,282.45	104.01
0002-08 LONGEVITY	222,479.00	191,745.28	191,745.28	0.00	30,733.72	86.19
0002-09 UNIFORM ALLOWANCE	39,300.00	34,919.33	34,919.33	0.00	4,380.67	88.85
0002-11 SHIFT DIFFERENTIAL	77,153.00	71,229.68	71,229.68	0.00	5,923.32	92.32
0002-12 FICA	253,362.00	212,952.14	212,952.14	0.00	40,409.86	84.05
0002-14 PENSION	3,302,753.00	3,027,523.62	3,027,523.62	0.00	275,229.38	91.67
0002-16 INSURANCE - EMPLOYEE GRP	3,881,994.00	3,558,494.50	3,558,494.50	0.00	323,499.50	91.67
0002-26 PRINTING	2,110.00	1,641.54	1,641.54	468.46	0.00	100.00
0002-28 MILEAGE REIMBURSEMENT	1,212.00	695.45	695.45	0.00	516.55	57.38
0002-30 RENTALS	27,160.00	26,483.36	26,483.36	420.00	256.64	99.06
0002-32 PUBLICATIONS & MEMBERSHIP	31,655.00	24,805.57	24,805.57	0.00	6,849.43	78.36
0002-34 TRAINING & PROF. DEVELOP	79,255.00	20,499.10	20,499.10	37,080.00	21,675.90	72.65
0002-42 REPAIRS & MAINTENANCE	100,100.00	59,663.62	59,663.62	20,472.50	19,963.88	80.06
0002-46 OTHER CONTRACT SERVICES	21,870.00	3,920.00	3,920.00	0.00	17,950.00	17.92
0002-50 OTHER SERVICES & CHARGES	7,885.00	293.94	293.94	0.00	7,591.06	3.73
0002-54 REPAIR & MAINT SUPPLIES	39,000.00	35,250.07	35,250.07	2,372.87	1,377.06	96.47
0002-56 UNIFORMS	402,771.00	282,454.75	282,454.75	117,614.57	2,701.68	99.33
0002-62 FUELS, OILS & LUBRICANTS	7,900.00	3,037.94	3,037.94	1,962.06	2,900.00	63.29
0002-66 CHEMICALS	11,200.00	8,813.00	8,813.00	0.00	2,387.00	78.69
0002-68 OPERATING MATERIALS & SUPP	68,541.83	45,099.24	45,099.24	15,992.33	7,450.26	89.13
0002-72 EQUIPMENT	307,426.08	148,255.19	148,255.19	151,929.23	7,241.66	97.64
Total FIRE ADMINISTRATION & OPERATIONS	23,981,635.91	21,744,014.30	21,744,014.30	348,312.02	1,889,309.59	92.12

Expenditure Status Report
CITY OF ALLENTOWN
1/1/2024 through 12/31/2024

000 GENERAL
05 FIRE
0803 FIRE

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Pct Used
Total FIRE	23,981,635.91	21,744,014.30	21,744,014.30	348,312.02	1,889,309.59	92.12
Total FIRE	23,981,635.91	21,744,014.30	21,744,014.30	348,312.02	1,889,309.59	92.12
Total GENERAL	23,981,635.91	21,744,014.30	21,744,014.30	348,312.02	1,889,309.59	92.12
Grand Total	23,981,635.91	21,744,014.30	21,744,014.30	348,312.02	1,889,309.59	92.12

Expenditure Status Report
CITY OF ALLENTOWN
1/1/2024 through 12/31/2024

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prc't Used
000 GENERAL						
01 NONDEPARTMENTAL						
0501 LAW						
0001 LEGAL SERVICES						
0001-02 PERMANENT WAGES	531,734.00	494,914.29	494,914.29	0.00	36,819.71	93.08
0001-04 TEMPORARY WAGES	69,600.00	5,750.00	5,750.00	0.00	63,850.00	8.26
0001-08 LONGEVITY	1,712.00	1,315.80	1,315.80	0.00	396.20	76.86
0001-12 FICA	45,399.00	37,687.98	37,687.98	0.00	7,711.02	83.02
0001-14 PENSION	73,465.00	67,342.88	67,342.88	0.00	6,122.12	91.67
0001-16 INSURANCE - EMPLOYEE GRP	186,123.00	170,612.75	170,612.75	0.00	15,510.25	91.67
0001-26 PRINTING	880.00	535.03	535.03	214.97	130.00	85.23
0001-28 MILEAGE REIMBURSEMENT	750.00	0.00	0.00	0.00	750.00	0.00
0001-32 PUBLICATIONS & MEMBERSHIP	21,142.00	17,527.42	17,527.42	505.99	3,108.59	85.30
0001-34 TRAINING & PROF. DEVELOP	10,488.00	4,916.03	4,916.03	0.00	5,571.97	46.87
0001-40 CIVIC EXPENSES	100.00	0.00	0.00	0.00	100.00	0.00
0001-44 LEGAL SERVICES	425,000.00	277,889.53	277,889.53	5,833.36	141,277.11	66.76
0001-50 OTHER SERVICES & CHARGES	25,000.00	9,597.30	9,597.30	0.00	15,402.70	38.39
0001-68 OPERATING MATERIALS & SUPP	1,500.00	1,203.23	1,203.23	0.00	296.77	80.22
0001-72 EQUIPMENT	1,500.00	0.00	0.00	0.00	1,500.00	0.00
Total LEGAL SERVICES	1,394,393.00	1,089,292.24	1,089,292.24	6,554.32	298,546.44	78.59
Total LAW	1,394,393.00	1,089,292.24	1,089,292.24	6,554.32	298,546.44	78.59
Total NONDEPARTMENTAL	1,394,393.00	1,089,292.24	1,089,292.24	6,554.32	298,546.44	78.59
Total GENERAL	1,394,393.00	1,089,292.24	1,089,292.24	6,554.32	298,546.44	78.59
Grand Total	1,394,393.00	1,089,292.24	1,089,292.24	6,554.32	298,546.44	78.59

Expenditure Status Report

CITY OF ALLENTOWN
1/1/2024 through 12/31/2024

000 GENERAL							
02 FINANCE							
0602 FINANCE							
Account Number		Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
0005 PROCUREMENT							
0005-34 TRAINING & PROF. DEVELOP.		15,714.00	5,862.80	5,862.80	0.00	9,851.20	37.31
Total PROCUREMENT		15,714.00	5,862.80	5,862.80	0.00	9,851.20	37.31
Total FINANCE		15,714.00	5,862.80	5,862.80	0.00	9,851.20	37.31
Total FINANCE		15,714.00	5,862.80	5,862.80	0.00	9,851.20	37.31
Total GENERAL		15,714.00	5,862.80	5,862.80	0.00	9,851.20	37.31
Grand Total		15,714.00	5,862.80	5,862.80	0.00	9,851.20	37.31

Expenditure Status Report

CITY OF ALLENTOWN
1/1/2024 through 12/31/2024

000 GENERAL
01 NONDEPARTMENTAL
0201 OFFICE OF THE MAYOR

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Pct Used
0001 EXECUTIVE MANAGEMENT						
0001-02 PERMANENT WAGES	385,012.00	376,735.15	376,735.15	0.00	8,276.85	97.85
0001-04 TEMPORARY WAGES	19,500.00	0.00	0.00	0.00	19,500.00	0.00
0001-08 LONGEVITY	858.00	795.76	795.76	0.00	62.24	92.75
0001-12 FICA	34,914.00	27,974.88	27,974.88	0.00	6,939.12	80.13
0001-14 PENSION	73,465.00	67,342.88	67,342.88	0.00	6,122.12	91.67
0001-16 INSURANCE - EMPLOYEE GRP	186,123.00	170,612.75	170,612.75	0.00	15,510.25	91.67
0001-26 PRINTING	425.00	353.82	353.82	0.00	0.00	100.00
0001-28 MILEAGE REIMBURSEMENT	400.00	143.79	143.79	0.00	256.21	35.95
0001-32 PUBLICATIONS & MEMBERSHIP	52,571.00	11,141.36	11,141.36	0.00	41,429.64	21.19
0001-34 TRAINING & PROF. DEVELOP	18,850.00	17,404.46	17,404.46	0.00	1,445.54	92.33
0001-40 CIVIC EXPENSES	70,000.00	39,530.00	39,530.00	0.00	30,470.00	56.47
0001-46 OTHER CONTRACT SERVICES	39,985.00	39,985.00	39,985.00	0.00	0.00	100.00
0001-50 OTHER SERVICES & CHARGES	2,553.00	610.43	610.43	0.00	1,442.57	43.50
0001-56 UNIFORMS	1,000.00	64.77	64.77	0.00	935.23	6.48
0001-68 OPERATING MATERIALS & SUPP	7,712.00	7,012.56	7,012.56	384.00	424.62	15.08
0001-72 EQUIPMENT	500.00	75.38	75.38	0.00	315.44	95.91
Total EXECUTIVE MANAGEMENT	893,868.00	759,782.99	759,782.99	955.18	133,129.83	85.11
Total OFFICE OF THE MAYOR	893,868.00	759,782.99	759,782.99	955.18	133,129.83	85.11
Total NONDEPARTMENTAL	893,868.00	759,782.99	759,782.99	955.18	133,129.83	85.11
Total GENERAL	893,868.00	759,782.99	759,782.99	955.18	133,129.83	85.11
Grand Total	893,868.00	759,782.99	759,782.99	955.18	133,129.83	85.11

Expenditure Status Report

CITY OF ALLENTOWN
1/1/2024 through 12/31/2024

000	GENERAL							
06	HUMAN RESOURCES							
0603	HUMAN RESOURCES							
Account Number		Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Pct Used	
0005	OFFICE OF EQUITY & INCLUSION							
0005-02	PERMANENT WAGES	77,272.00	48,545.06	48,545.06	0.00	28,726.94	62.82	
0005-08	LONGEVITY	176.00	7.69	7.69	0.00	168.31	4.37	
0005-12	FICA	5,925.00	3,655.53	3,655.53	0.00	2,269.47	61.70	
0005-14	PENSION	10,495.00	9,620.38	9,620.38	0.00	874.62	91.67	
0005-16	INSURANCE - EMPLOYEE GRP	26,589.00	24,373.25	24,373.25	0.00	2,215.75	91.67	
0005-26	PRINTING	1,000.00	0.00	0.00	0.00	1,000.00	0.00	
0005-32	PUBLICATIONS & MEMBERSHIP	1,000.00	837.87	837.87	0.00	162.13	83.79	
0005-34	TRAINING & PROF. DEVELOP	10,000.00	9,944.53	9,944.53	0.00	55.47	99.45	
0005-40	CIVIC EXPENSES	50,000.00	2,083.33	2,083.33	20,833.38	27,083.29	45.83	
0005-42	REPAIRS & MAINTENANCE	3,087.00	3,087.00	3,087.00	0.00	0.00	100.00	
0005-46	OTHER CONTRACT SERVICES	70,000.00	9,544.00	9,544.00	11,493.00	48,963.00	30.05	
0005-68	OPERATING MATERIALS & SUPP	36,828.02	1,761.15	1,761.15	0.00	35,066.87	4.78	
0005-72	EQUIPMENT	84.98	84.98	84.98	0.00	0.00	100.00	
Total OFFICE OF EQUITY & INCLUSION		292,457.00	113,544.77	113,544.77	32,326.38	146,585.85	49.88	
Total HUMAN RESOURCES		292,457.00	113,544.77	113,544.77	32,326.38	146,585.85	49.88	
Total HUMAN RESOURCES		292,457.00	113,544.77	113,544.77	32,326.38	146,585.85	49.88	
Total GENERAL		292,457.00	113,544.77	113,544.77	32,326.38	146,585.85	49.88	
Grand Total		292,457.00	113,544.77	113,544.77	32,326.38	146,585.85	49.88	

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

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO:	Bina Patel, Director of Finance	FROM:	RISK MANAGEMENT
BUREAU:	Department of Finance	BUREAU:	RISK MANAGEMENT

TRANSFER DETAIL

Date of Request:	27-Nov-24	Fund: RISK	Transfer Amount: \$	70,000.00
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ADJUSTED APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
081-02-8001-0001-87 PROFESSIONAL LOSSES	\$ 70,000.00	\$ 1,600,000.00	\$ 908,775.00	\$ 838,775.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

TO (CREDIT)

081-02-8001-0001-46	\$ 70,000.00	\$ 397,154.05	\$ 82,449.72	\$ 152,449.72
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

Reason Transfer is Required:

Fund the 3rd floor Bridgeworks redesign and security upgrades project.

Reason Funds are Available for Transfer:

Professional Losses (87) are not anticipated to meet the full budgeted amount for FY 2024.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

XXXX	Check if amount is equal to or less than \$5,000.00
	Check if amount is greater than \$5,000.00
Department Head/Deputy Director:	<i>Jessica Barakat</i>
Director of Finance/Deputy Director:	<i>Jessica Barakat</i>
City Controller (if amount is greater than \$5,000):	<i>[Signature]</i>
Mayor/Managing Director (if amount is greater than \$10,000):	<i>[Signature]</i>
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:	<i>[Signature]</i>
Date:	11/27/24
Date:	11/27/24
Date:	12-3-24
Date:	12-5-24

CITY COUNCIL

Cynthia Mota, President	☐ Approved ☐ Disapproved	Date:
Santo Napoli, Vice President	☐ Approved ☐ Disapproved	Date:
Candida Affa, Councilperson	☐ Approved ☐ Disapproved	Date:
Cecilia Gerlach, Councilperson	☐ Approved ☐ Disapproved	Date:
Ed Zucal, Councilperson	☐ Approved ☐ Disapproved	Date:
Natalie Santos, Councilperson	☐ Approved ☐ Disapproved	Date:
Daryl Hendricks, Councilperson	☐ Approved ☐ Disapproved	Date:

Expenditure Status Report
CITY OF ALLENTOWN
1/1/2024 through 12/31/2024

		<i>Adjusted</i>	<i>Year-to-date</i>	<i>Year-to-date</i>	<i>Year-to-date</i>	<i>Prct</i>
		<i>Appropriation</i>	<i>Expenditures</i>	<i>Expenditures</i>	<i>Encumbrances</i>	<i>Used</i>
<i>Account Number</i>						
081	RISK MANAGEMENT					
02	FINANCE					
8001	RISK MANAGEMENT					
0001	PROPERTY & CASUALTY					
0001-46	OTHER CONTRACT SERVICES	397,154.05	112,423.50	112,423.50	202,280.83	79.24
0001-87	PROFESSIONAL LOSSES	1,600,000.00	691,225.00	691,225.00	0.00	43.20
	Total RISK MANAGEMENT	1,997,154.05	803,648.50	803,648.50	202,280.83	50.37
	Grand Total	1,997,154.05	803,648.50	803,648.50	202,280.83	50.37

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

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO:	Bina Patel, Director of Finance	FROM:	Information Technology
BUREAU:	Department of Finance	BUREAU:	Mail & Print Services

TRANSFER DETAIL

Date of Request:	12.2.24	Fund: General	Transfer Amount: \$	13,402.40
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ADJUSTED APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-07-0604-0003-24	\$ 13,402.40	\$ 182,170.00	\$ 71,090.44	\$ 57,688.04
Postage & Shipping				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

TO (CREDIT)

000-07-0604-0003-02	\$ 12,525.22	\$ 97,136.00	\$ (1,877.97)	\$ 10,647.25
Permanent Wages				\$ -
000-07-0604-0003-12	\$ 877.18	\$ 7,469.00	\$ (66.71)	\$ 810.47
FICA				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

Reason Transfer is Required:

To correct the negative balances for the Permanent Wages and FICA expense accounts. These personnel expense accounts were budgeted last year with one of the positions as a vacant position at step A. The employee selected was an internal hire from a different department with longer tenure, so the actual wages that the employee is receiving is higher than the budgeted amount.

Reason Funds are Available for Transfer:

We have found additional funds in account 24 that will cover this transfer, the funding will not be needed in 2024 due to increased efficiency which has lowered some of our postage expenses.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

☐	Amount not more than \$10,000.00
☒	Amount is greater than \$10,000.00
Department Head/Deputy Director:	<i>[Signature]</i> Date: 12/2/2024
Director of Finance/Deputy Director:	<i>[Signature]</i> Date: 12/3/24
City Controller (if amount is greater than \$5,000):	<i>[Signature]</i> Date: 12-3-24
Mayor/Managing Director (if amount is greater than \$10,000):	<i>[Signature]</i> Date: 12-5-24
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:	

CITY COUNCIL

Daryl Hendricks, President	☐ Approved ☐ Disapproved	Date:
Cynthia Mota, Vice President	☐ Approved ☐ Disapproved	Date:
Candida Affa, Councilperson	☐ Approved ☐ Disapproved	Date:
Cecilia Gerlach, Councilperson	☐ Approved ☐ Disapproved	Date:
Ed Zucal, Councilperson	☐ Approved ☐ Disapproved	Date:
Natalie Santos, Councilperson	☐ Approved ☐ Disapproved	Date:
Santo Napoli, Councilperson	☐ Approved ☐ Disapproved	Date:

Expenditure Status Report
CITY OF ALLENTOWN
1/1/2024 through 12/31/2024

000 GENERAL									
07 MANAGEMENT SYSTEMS									
0604 MANAGEMENT DIRECTOR & INFORMATION SVCS									
Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used			
0003 MAIL & PRINT SERVICES									
0003-02 PERMANENT WAGES	97,136.00	99,013.97	99,013.97	0.00	-1,877.97	101.93			
0003-06 PREMIUM PAY	500.00	0.00	0.00	0.00	500.00	0.00			
0003-08 LONGEVITY	430.00	390.16	390.16	0.00	39.84	90.73			
0003-12 FICA	7,469.00	7,535.71	7,535.71	0.00	-66.71	100.89			
0003-14 PENSION	19,435.00	17,815.38	17,815.38	0.00	1,619.62	91.67			
0003-16 INSURANCE - EMPLOYEE GRP	53,178.00	48,746.50	48,746.50	0.00	4,431.50	91.67			
0003-24 POSTAGE & SHIPPING	182,170.00	111,079.56	111,079.56	0.00	71,090.44	60.98			
0003-26 PRINTING	68,896.00	55,412.31	55,412.31	1,582.96	11,900.73	82.73			
0003-28 MILEAGE REIMBURSEMENT	19.70	19.70	19.70	0.00	0.00	100.00			
0003-30 RENTALS	1,500.00	363.00	363.00	0.00	1,137.00	24.20			
0003-42 REPAIRS & MAINTENANCE	8,450.00	6,110.70	6,110.70	0.00	2,339.30	72.32			
0003-68 OPERATING MATERIALS & SUPP	60,280.30	36,045.55	36,045.55	455.20	23,779.55	60.55			
0003-72 EQUIPMENT	14,000.00	13,761.40	13,761.40	0.00	238.60	98.30			
Total GENERAL	513,464.00	396,293.94	396,293.94	2,038.16	115,131.90	77.58			
Grand Total	513,464.00	396,293.94	396,293.94	2,038.16	115,131.90	77.58			