

2026 Budget Year	Budget Office Only:			
	Posting Year: 2025 " Period:	Posting Date:	Posting # Ref #:	Doc # Initials:

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO:	Bina Patel, Director of Finance	FROM:	Vicky Kistler, CED Director
BUREAU:	Department of Finance	BUREAU:	DCED>Federal Grants>HUD/CDBG

TRANSFER DETAIL

Date of Request:	2/16/2026	Fund:	700/CDBG	Transfer Amount:	\$ 144,723.75
------------------	-----------	-------	----------	------------------	---------------

FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ADJUSTED APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
700-01-7707-5152-50040-	\$ 144,723.75	\$ 144,723.75	\$ 144,723.75	\$ -
21 HOME Invest. Partner Program				\$ -
CHDO 2021				\$ -
Civic Expenses				\$ -

TO (CREDIT)

700-01-7907-5197-50040-	\$ 144,723.75	\$ 170,467.68	\$ 81,771.77	\$ 226,495.52
23 HOME Invest. Partner Program				\$ -
CHDO Set Aside				\$ -
Civic Expenses				\$ -

REASON TRANSFER IS REQUIRED:

This transfer will allow the City to allocate CHDO funds from the federal 2021 HOME grant to Community Action of the Lehigh Valley to offset the costs incurred for the project located at 136 S 8th Street.

REASON FUNDS ARE AVAILABLE FOR TRANSFER:

This legislation will allow the City to submit an amendment to its 2021 one year Action Plan for the allocation and reallocation of funds from the federal HUD HOME grant.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

<input type="checkbox"/>	Check if amount is equal to or less than \$5,000.00		
<input checked="" type="checkbox"/>	Check if amount is greater than \$5,000.00		
Department Head/Deputy Director:		<i>Vicky Kistler</i>	Date: 2/17/2026
Director of Finance/Deputy Director:	<u>Bina Patel</u> <small>Bina Patel (Feb 18, 2026 11:33:47 EST)</small>		Date:
City Controller (if amount is greater than \$5,000):	<u>ja glazier</u> <small>ja glazier (Feb 18, 2026 11:38:14 EST)</small>		Date:
Mayor/Managing Director (if amount is greater than \$10,000):	<u>Matt Tuerk</u> <small>Matt Tuerk (Feb 18, 2026 12:45:02 EST)</small>		Date:
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:			Date:

CITY COUNCIL

Daryl Hendricks, President	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Cynthia Mota, Vice President	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Candida Affa, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Cecilia Gerlach, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Ed Zucal, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Nataie Santos, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Santo Napoli, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:

G/L ACCOUNT - MASTER INQUIRY

Org code: 70001700 GENERAL FUND
 Object code: 50040 CIVIC EXPENSES
 Project code:

Type: E
 Status: A
 Budgetary: Y

Fund 700 CDBG FUND
 Department 01 NONDEPARTMENTAL
 Bureau 7707 21 HOME INVEST PARTNER PROG
 Program 5152 CHDO 2021
 UNKNOWN
 UNKNOWN
 UNKNOWN

Full description: CIVIC EXPENSES
 Reference Acct:

Short desc: CIVIC EXP
 Auto-encumber? (Y/N) N

PER	CURRENT YEAR MONTHLY AMOUNTS			BUDGET
	ACTUAL	ENCUMBRANCE	BUD TRANSFER	
00	.00	.00	.00	.00
01	.00	.00	.00	144,723.75
02	.00	.00	.00	.00
03	.00	.00	.00	.00
04	.00	.00	.00	.00
05	.00	.00	.00	.00
06	.00	.00	.00	.00
07	.00	.00	.00	.00
08	.00	.00	.00	.00
09	.00	.00	.00	.00
10	.00	.00	.00	.00
11	.00	.00	.00	.00
12	.00	.00	.00	.00
13	.00	.00	.00	.00
Tot:	.00	.00	.00	144,723.75

CURRENT YEAR TOTAL AMOUNTS			
Actual (Memo)	.00	Original Budget	144,723.75
Encumbrances	.00	Budget Tranfr In	.00
Requisitions	.00	Budget Tranfr Out	.00
Total	.00	Carry Fwd Budget	.00
Available Budget	144,723.75	Carry Fwd Bud Tfr	.00
Percent Used	.00	Revised Budget	144,723.75
Inceptn to SOY	.00	Inceptn Orig Bud	.00
		Inceptn Revsd Bud	.00
Encumb-Last Yr	.00		144,723.75
Actual-Last Yr	.00		144,723.75
Estim-Actual	144,723.75		144,723.75
	.00		144,723.75
			.00

G/L ACCOUNT - MASTER INQUIRY

PER	ACTUAL	LAST YEAR MONTHLY AMOUNTS	
		ENCUMBRANCE	BUDGET
00	.00	.00	.00
01	.00	.00	144,723.75
02	.00	.00	.00
03	.00	.00	.00
04	.00	.00	.00
05	.00	.00	.00
06	.00	.00	.00
07	.00	.00	.00
08	.00	.00	.00
09	.00	.00	.00
10	.00	.00	.00
11	.00	.00	.00
12	.00	.00	.00
13	.00	.00	.00
Tot:	.00	.00	144,723.75

----- PRIOR YEARS TOTAL AMOUNTS -----			
2024 Actual	.00	2024 Orig Budget	144,723.75
2024 Closed @ YE	.00	2024 Bud Tfr In	.00
2024 Encumbrance	.00	2024 Bud Tfr Out	.00
2024 Memo Bal	.00	2024 C Fwd Budget	.00
2023 Actual	.00	2024 Revsd Budget	144,723.75
2022 Actual	.00		
2021 Actual	.00	2023 Orig Budget	144,723.75
2020 Actual	.00	2023 Revsd Budget	144,723.75
2019 Actual	.00	2022 Orig Budget	144,723.75
2018 Actual	.00	2022 Revsd Budget	144,723.75
2017 Actual	.00		
2016 Actual	.00	2024	0.00
2015 Actual	.00	2023	0.00
		2022	0.00

----- FUTURE YEAR AMOUNTS -----			
PER	2026 BUDGET		BUDGET
00	.00	2026	.00
01	144,723.75	2026	.00
02	.00	2026	.00
03	.00	2026	144,723.75
04	.00	2026	.00
05	.00	2026 Revised	144,723.75
06	.00	2027 Estimate	.00
07	.00	2028 Estimate	.00
08	.00	2029 Estimate	.00
09	.00	2030 Estimate	.00
10	.00		
11	.00	2026 Memo Bal	.00
12	.00	2026 Encumbrance	.00
13	.00	2026 Requisition	.00
Tot:	144,723.75		

----- ACCOUNT NOTES -----

** END OF REPORT - Generated by Ellen Price **

G/L ACCOUNT - MASTER INQUIRY

Org code: 70002720 GENERAL FUND
 Object code: 50040 CIVIC EXPENSES
 Project code:

Type: E
 Status: A
 Budgetary: Y

Fund 700 CDBG FUND
 Department 01 NONDEPARTMENTAL
 Bureau 7907 23 HOME INVEST PARTNER PROG
 Program 5197 CHDO SET ASIDE
 UNKNOWN
 UNKNOWN
 UNKNOWN

Full description: CIVIC EXPENSES
 Reference Acct:

Short desc: CIVIC EXP
 Auto-encumber? (Y/N) N

PER	----- CURRENT YEAR MONTHLY AMOUNTS -----			
	ACTUAL	ENCUMBRANCE	BUD TRANSFER	BUDGET
00	.00	.00	.00	.00
01	.00	.00	.00	170,467.68
02	.00	.00	.00	.00
03	.00	170,467.68	.00	.00
04	.00	.00	.00	.00
05	.00	.00	.00	.00
06	.00	.00	.00	.00
07	.00	.00	.00	.00
08	.00	.00	.00	.00
09	84,762.57	-84,762.57	.00	.00
10	.00	.00	.00	.00
11	1,331.66	-1,331.66	.00	.00
12	2,601.68	-2,601.68	.00	.00
13	.00	-81,771.77	.00	.00
Tot:	88,695.91	.00	.00	170,467.68

----- CURRENT YEAR TOTAL AMOUNTS -----			
Actual (Memo)	88,695.91	Original Budget	170,467.68
Encumbrances	.00	Budget Tranfr In	.00
Requisitions	.00	Budget Tranfr Out	.00
Total	88,695.91	Carry Fwd Budget	.00
Available Budget	81,771.77	Carry Fwd Bud Tfr	.00
Percent Used	52.03	Revised Budget	170,467.68
Inceptn to SOY	.00	Inceptn Orig Bud	.00
		Inceptn Revsd Bud	.00
Encumb-Last Yr	.00		170,467.68
Actual-Last Yr	.00		170,467.68
Estim-Actual	170,467.68		170,467.68
	.00		170,467.68
			.00

G/L ACCOUNT - MASTER INQUIRY

PER	ACTUAL	LAST YEAR MONTHLY AMOUNTS	
		ENCUMBRANCE	BUDGET
00	.00	.00	.00
01	.00	.00	147,847.35
02	.00	.00	.00
03	.00	.00	.00
04	.00	.00	.00
05	.00	.00	.00
06	.00	.00	.00
07	.00	.00	.00
08	.00	.00	.00
09	.00	.00	.00
10	.00	.00	.00
11	.00	.00	.00
12	16,422.67	.00	39,043.00
13	.00	.00	.00
Tot:	16,422.67	.00	186,890.35

		----- PRIOR YEARS TOTAL AMOUNTS -----	
2024 Actual	16,422.67	2024 Orig Budget	147,847.35
2024 Closed @ YE	16,422.67	2024 Bud Tfr In	39,043.00
2024 Encumbrance	.00	2024 Bud Tfr Out	.00
2024 Memo Bal	16,422.67	2024 C Fwd Budget	.00
2023 Actual	28,634.65	2024 Revsd Budget	186,890.35
2022 Actual	.00		
2021 Actual	.00	2023 Orig Budget	.00
2020 Actual	.00	2023 Revsd Budget	176,482.00
2019 Actual	.00	2022 Orig Budget	.00
2018 Actual	.00	2022 Revsd Budget	.00
2017 Actual	.00		
2016 Actual	.00	2024	0.00
2015 Actual	.00	2023	0.00
		2022	0.00

		----- FUTURE YEAR AMOUNTS -----	
PER	2026 BUDGET		BUDGET
00	.00	2026	.00
01	.00	2026	.00
02	.00	2026	.00
03	.00	2026	.00
04	.00	2026	.00
05	.00	2026 Revised	.00
06	.00	2027 Estimate	.00
07	.00	2028 Estimate	.00
08	.00	2029 Estimate	.00
09	.00	2030 Estimate	.00
10	.00		
11	.00	2026 Memo Bal	.00
12	.00	2026 Encumbrance	81,771.77
13	.00	2026 Requisition	.00
Tot:	.00		

----- ACCOUNT NOTES -----

** END OF REPORT - Generated by Ellen Price **

Rx-2026_BA_xxx_02.2026 HUD CACLV transfer \$144,723.75

Final Audit Report

2026-02-18

Created:	2026-02-18
By:	Jennifer Palenchar (jennifer.palenchar@allentownpa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAA1T4IBQdgnxENY4Mri2FmEqdGPNi7y7mi

"Rx-2026_BA_xxx_02.2026 HUD CACLV transfer \$144,723.75" History

 Document created by Jennifer Palenchar (jennifer.palenchar@allentownpa.gov)

2026-02-18 - 3:37:54 PM GMT

 Document emailed to bina.patel@allentownpa.gov for signature

2026-02-18 - 3:41:42 PM GMT

 Email viewed by bina.patel@allentownpa.gov

2026-02-18 - 4:32:51 PM GMT

 Signer bina.patel@allentownpa.gov entered name at signing as Bina Patel

2026-02-18 - 4:33:45 PM GMT

 Document e-signed by Bina Patel (bina.patel@allentownpa.gov)

Signature Date: 2026-02-18 - 4:33:47 PM GMT - Time Source: server

 Document emailed to jeff.glazier@allentownpa.gov for signature

2026-02-18 - 4:33:49 PM GMT

 Email viewed by jeff.glazier@allentownpa.gov

2026-02-18 - 4:37:19 PM GMT

 Signer jeff.glazier@allentownpa.gov entered name at signing as ja glazier

2026-02-18 - 4:38:12 PM GMT

 Document e-signed by ja glazier (jeff.glazier@allentownpa.gov)

Signature Date: 2026-02-18 - 4:38:14 PM GMT - Time Source: server

 Agreement completed.

2026-02-18 - 4:38:14 PM GMT

Rx-2026_BA_xxx_02.2026 HUD CACLV transfer \$144,723.75

Final Audit Report

2026-02-18

Created:	2026-02-18
By:	Jennifer Palenchar (jennifer.palenchar@allentownpa.gov)
Status:	Signed
Transaction ID:	CBJCHBCAABAAE2Qh41V_UYrjLQ_STEnTvypjVAZ0fd_Z

"Rx-2026_BA_xxx_02.2026 HUD CACLV transfer \$144,723.75" History

-  Document created by Jennifer Palenchar (jennifer.palenchar@allentownpa.gov)
2026-02-18 - 5:27:52 PM GMT
-  Document emailed to matt.tuerk@allentownpa.gov for signature
2026-02-18 - 5:31:20 PM GMT
-  Email viewed by matt.tuerk@allentownpa.gov
2026-02-18 - 5:44:34 PM GMT
-  Signer matt.tuerk@allentownpa.gov entered name at signing as Matt Tuerk
2026-02-18 - 5:45:00 PM GMT
-  Document e-signed by Matt Tuerk (matt.tuerk@allentownpa.gov)
Signature Date: 2026-02-18 - 5:45:02 PM GMT - Time Source: server
-  Agreement completed.
2026-02-18 - 5:45:02 PM GMT