

ORDINANCE NO. \_\_\_\_

FILE OF CITY COUNCIL

BILL NO. 57 - 2025

JUNE 18, 2025

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AN ORDINANCE

Amending the 2025 General Fund budget to accommodate the upgrading, retitling, and addition of positions in the Departments of Law, Finance, City Council, Police and Public Works.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION ONE: That page 85 of the General Fund budget be amended by deleting the position of Office Manager (09M) with the total salary budgeted in the amount of Sixty-Eight Thousand Eight Hundred and Ninety-Six (\$68,896) Dollars; and adding the position of PW Operations Supervisor (11S) with a salary budget of Seventy Thousand and Nine (\$72,520) Dollars.

SECTION TWO: That City Council allows for a transfer of One Thousand Seven Hundred Fifty-Six Dollars (\$1,756) in the following manner:

FROM

Public Works

000-03-0702-0016-50004

Temporary Wages

\$ 1,756.00

TO

Public Works

000-03-0702-0016-5002	Permanent Wages	\$ 1,756.00
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SECTION THREE: That a position titled Community Advocate Coordinator (S11) with a total salary budgeted in the amount of Sixty-Eight Thousand Nine Hundred Eighty-Seven Dollars (\$68,987) be added to page 115 of the 2025 General Fund budget, Police Operations program.

SECTION FOUR: That City Council allows for a transfer in the following manner:

<u>FROM</u>		
Police Operations		
000-04-0802-0021-50046-	Other Contract Services	\$
37,132.25		
<u>TO</u>		
Police Operations		
000-04-0802-0021-50002-	Permanent Wages	\$ 34,493.50
000-04-0802-0021-50012-	FICA	\$ 2,638.75

SECTION FIVE: That a position titled Legislative, Communications and Community Engagement Specialist (S15) with a total salary budgeted in the amount of Eighty-Two Thousand Three Hundred Two Dollars (\$82,302) be added to page 19 of the 2025 General Fund budget, Legislation & Recordkeeping program.

SECTION SIX: That City Council allows for a transfer in the following manner:

<u>FROM</u>		
Legislation & Recordkeeping		
000-01-0101-0001-50046-	Other Contract Services	\$44,229.05
<u>TO</u>		
Legislation & Recordkeeping		
000-01-0101-0001-50002-	Permanent Wages	\$ 41,151.00
000-01-0101-0001-50012-	FICA	\$ 3,148.05

SECTION SEVEN: That the following position reclassifications be made to pages 45 and 319 of the 2025 budget, Law Bureau.

Upgrading and retitling the position of Contract Paralegal (s11) with the total salary budgeted in the amount of Seventy-One Thousand Six Hundred Ninety-Eight Dollars (\$71,698) to Senior Paralegal (Contracts) (s15) with a total salary budgeted in the amount of Eighty-Two Thousand Three Hundred Two Dollars (\$82,302).

Upgrading and retitling the position of Legal Office Administrator (s11) with the total salary budgeted in the amount of Seventy-Four Thousand Two Hundred Fourteen Dollars (\$74,214) to Senior Paralegal (Office Administration) (s15) with a total salary budgeted in the amount of Eighty-Two Thousand Three Hundred Two Dollars (\$82,302).

Upgrading and retitling the position of Litigation Paralegal (s14) with the total salary budgeted in the amount of Eighty-Four Thousand Four Hundred Thirty-Four Dollars (\$84,434) to Senior Paralegal (Litigation) (s15) with a total salary budgeted in the amount of Ninety-One Thousand Seven Dollars (\$91,007).

Upgrading and retitling the position of Assistant City Solicitor (s18) with the total salary budgeted in the amount of One Hundred One Thousand Three Dollars (\$101,003) to Assistant Solicitor (s20) with a total salary budgeted in the amount of One Hundred Two Thousand Eight Hundred Eighty-Eight Dollars (\$102,882).

Upgrading and retitling the position of Assistant City Solicitor (s18) with the total salary budgeted in the amount of One Hundred Thirteen Thousand Nine Hundred Six Dollars (\$113,906) to Assistant Solicitor (s20) with a total salary budgeted in the amount of One Hundred Sixteen Thousand Three Hundred Twenty-Five Dollars (\$116,325).

Upgrading the position of Deputy Solicitor (s20) with the total salary budgeted in the amount of One Hundred Eleven Thousand Four Hundred Sixty-Two Dollars (\$111,462) to Assistant Solicitor (s21) with a total salary budgeted in the amount of One Hundred Thirteen Thousand Eight Hundred Fifty-Two Dollars (\$113,852).

Upgrading and retitling the position of Right-to-Know Officer (s9) with the total salary budgeted in the amount of Sixty-Four Thousand Fifty-One Dollars (\$64,051) to Paralegal (Right-to-Know-Officer) (s11) with a total salary budgeted in the amount of Sixty-Eight Thousand Nine Hundred Eighty-Seven Dollars (\$68,987).

SECTION EIGHT: That City Council allows for a transfer of in the following manner:

FROM

Legislation & Recordkeeping		
000-01-0101-0001-50046-	Other Contract Services	\$ 15,976.50

TO

Legal Services		
000-01-0501-0006-50002-	Permanent Wages	\$ 15,976.50

SECTION NINE: That page 67 of the General Fund budget be amended by changing the positions: of Contracts Administrator (S10), with the budgeted salary of \$69,970, to Procurement Sourcing Specialist at the paygrade (S12) with the salary of \$73,978; Purchasing Coordinator (S7), with the budgeted salary of \$64,446, to Procurement Sourcing Specialist at the paygrade (S12) with the salary of \$72,109; Buyer (S10), with the budgeted salary of \$73,298, to Procurement Sourcing Specialist at the paygrade (S12) with the salary of \$77,715; and another Buyer (S10), with the budgeted salary of \$71,634, to Procurement Sourcing Specialist at the paygrade (S12) with the salary of \$75,846.

SECTION TEN: That page 63 of the General Fund budget be amended by changing the positions: of Treasury & Accounting Coordinator (S06), with the budgeted salary of \$58,902, to Payroll & Treasury Coordinator at the paygrade (S11) with the salary of \$68,987; Accountant (S13), with the budgeted salary of \$93,080, to Senior Accountant at the paygrade (S15) with the salary of \$99,712; and another Accountant (S13), with the budgeted salary of \$93,080, to Senior Accountant at the paygrade (S15) with the salary of \$99,712.

SECTION ELEVEN: That page 351 of the Risk Fund budget be amended by upgrading the position of Benefits Coordinator (S10), with the budgeted salary of \$73,938, to the paygrade (S11) with the salary of \$79,589.

SECTION TWELVE: That City Council allows for a transfer of in the following manner:

FROM

General Fund		
000-01-0101-0001-50046-	Other Contract Services	\$ 24,650.00

TO

General Fund

000-02-0602-0011-50002-	Permanent Wages	\$ 10,150.00
000-02-0602-0010-50002-	Permanent Wages	\$ 11,674.50

Risk Fund

081-02-8001-0061-50002-	Permanent Wages	\$ 2,825.50
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SECTION THIRTEEN: That this Ordinance will take effect ten (10) days after final passage.

SECTION FOURTEEN: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.