

2026 Budget Year	Budget Office Only:			
	Posting Year: 2026 Period: 6	Posting Date:	Posting # Ref #:	Doc # Initials: BS

**CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM**

TO: Bina Patel, Director of Finance	FROM: Mandy Tolino
BUREAU: Department of Finance	BUREAU: Parks and Recreation

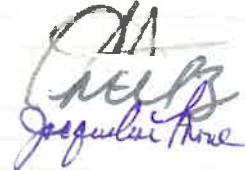
TRANSFER DETAIL				
Date of Request: 24-Jun-26	Fund: Capital	Transfer Amount: \$ 29,599.00		
FROM (DEBIT)				
ACCOUNT (All 16 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ADJUSTED APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
001-08-2223-1124-50048 Grant Non City Charges	\$ 29,599.00	\$ 39,153.81	\$ 29,599.00	\$ 0.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
TO (CREDIT)				
001-08-2223-1124-50068 Operating Materials and Supplies	\$ 13,408.00	\$ -	\$ -	\$ 13,408.00
001-08-2223-1124-50073 Equipment (Over 5k)	\$ 16,191.00	\$ -	\$ -	\$ 16,191.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

**REASON TRANSFER IS REQUIRED:**  
 Grant was established as pass through grant to Midway Manor to invest in the playground. Due to a change in the plan by the Allentown School District, a portion of these funds are no longer required by the organization to enhance the playground. DCED has asked that COA use the funds to support recreation and programming for COA needs. The department will be purchasing new backboards for basketball courts and various programing supplies for Recreation needs.

**REASON FUNDS ARE AVAILABLE FOR TRANSFER:**  
 Funds are available because Midway Manor no longer requires the funding to accomplish their original plans. The funds granted by DCED are ARPA funds and DCED has asked Parks and Recreation to spend the funds on other needs.

**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: 6/24/26
Director of Finance/Deputy Director:		Date: 7/7/2026
City Controller (if amount is greater than \$5,000):		Date: 7/7/2026
Mayor/Managing Director (if amount is greater than \$10,000):		Date:
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:		Date:

CITY COUNCIL		
Santo Napoli, 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:
Cristian Pungo, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Jeremy Blinder, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Natalie Santos, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:

# YTD Available Budget Report



Account Number	Account Desc	Original Budget	Transfers	Revised Budget	YTD Actuals	Enc/Req	Available Budget	% Used
001 CAPITAL FUND		0.00	39,153.81	39,153.81	0.00	39,153.81	0.00	100.00 %
08 PARKS AND RECREATION		0.00	39,153.81	39,153.81	0.00	39,153.81	0.00	100.00 %
1124 2024 FEDERAL AID		0.00	39,153.81	39,153.81	0.00	39,153.81	0.00	100.00 %
001-08-2223-1124-50048-	GRANT NON	0.00	39,153.81	39,153.81	0.00	39,153.81	0.00	100.00%
	Grand Total:	0.00	39,153.81	39,153.81	0.00	39,153.81	0.00	100.00 %

Rhoads, Robert  
To: Skynotis, Bobby  
Cc: Zumas, Michael, Vostinak, Veronika, Tolino Mandy

Hey guys,

Just letting you know the change order has been released and now in the queues to reduce the encumbrance for Midway Manor C# 316.

Thanks!  
Rob



**Robert E. Rhoads III**  
Operations Manager  
Bureau of Parks Maintenance | City of Allentown  
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Allentown, PA, 18103  
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+1 (610) 348-4748  
Robert.Rhoads@allentownpa.gov

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**From:** Skyrliotis, Bobby <Bobby.Skyrliotis@allentownpa.gov>  
**Sent:** Tuesday, July 7, 2026 9:00 AM  
**To:** Rhoads, Robert <Robert.Rhoads@allentownpa.gov>  
**Cc:** Zumas, Michael <Michael.Zumas@allentownpa.gov>  
**Subject:** RE: Golf Course Transfer

Rob,

2. There was also some confusion regarding the Midway Manor transfer in the amount of \$29,599.00. The total funds in account 001-08-2223-1124-50048- are encumbered in the amount of \$39,153.81. To make those funds available for transfer to the Parks budget, we needed clarification on whether the Parks team wanted Purchasing to close Contract #316 or process a change order, since the original purpose of the contract will no longer be carried out. Do you have an opinion on the matter?