

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

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Seth O'Neill, Director	FROM: Casandra Magliane, Financial Analyst
BUREAU: Department of Finance	BUREAU: Finance & Budget Administration

TRANSFER DETAIL

Date of Request: 18-Jan-22	Fund: General (2021)	Transfer Amount: \$1,210,564.90
----------------------------	----------------------	---------------------------------

FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-04-0802-0001-16 INSURANCE - EMP GROUP	1,000,000.00	6,107,556.00	1,017,926.00	17,926.00
000-03-0707-0001-16 INSURANCE - EMP GROUP	50,564.90	377,231.00	62,871.00	12,306.10
000-08-0709-0001-16 INSURANCE - EMP GROUP	160,000.00	981,572.00	163,592.00	3,592.00
				-
				-
				-

TO (CREDIT)

000-05-0803-0002-06 Premium Pay	1,203,118.68	1,227,778.00	(1,203,118.68)	-
000-05-0803-0002-12 FICA	7,301.98	178,462.00	(7,301.98)	-
000-05-0803-0002-15 Employee - Health Ins Opt Out	144.24	1,508.00	(144.24)	-
				-
				-
				-

Reason Transfer is Required:

PREMIUM PAY OVERAGE DUE MINIMUM STAFFING REQUIREMENTS, COVID QUARANTINE ABSENCES, LONG-TERM OJI, LONG-TERM MILITARY, LONG-TERM SICK AND RETIREMENTS.
 FICA GENERATED UNDER BUDGET THROUGH POSITION BUDGETING DUE TO VACANCIES AT TIME 2021 BUDGET PREPARATION.
 INSURANCE OPT OUT OVERAGE DUE TO ADDITIONAL EMPLOYEE DECLINING CITY MEDICAL INSURANCE DURING OPEN ENROLLMENT, PAYMENT WAS INCLUDED IN THE FIRST 3 PAY PERIODS CAUSING THE OVERAGE.

Reason Funds are Available for Transfer:

FUNDS REMAIN UNSPENT IN VARIOUS DEPARTMENTS AT THE END OF 2021.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

	Amount not more than \$5,000.00
XX	Amount is greater than \$5,000.00

Department Head/Deputy Director:		Date:
Director of Finance/Deputy Director: <i>SSO</i>		Date: 1/25/22
City Controller (if amount is greater than \$5,000):	<i>[Signature]</i>	Date: 1-25-22
Mayor/Managing Director (if amount is greater than \$5,000):	<i>[Signature]</i>	Date: 1-27-22
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:
Ed Zucal, Vice President	[] Approved [] Disapproved	Date:
Candida Affa, Councilperson	[] Approved [] Disapproved	Date:
Ce-Ce Gerlach, Councilperson	[] Approved [] Disapproved	Date:
Daryl Hendricks, Councilperson	[] Approved [] Disapproved	Date:
Natalie Santos, Councilperson	[] Approved [] Disapproved	Date:
Joshua Siegel, Councilperson	[] Approved [] Disapproved	Date: