

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

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Jessica Baraket, Interim Finance Director	FROM: Jen Palenchar
BUREAU: Department of Finance	BUREAU: EMS

TRANSFER DETAIL

Date of Request	13-Feb-23	Fund: General	Transfer Amount: \$	391,909.27
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-05-0605-0003-04 Temp Wgs	\$ 23,516.62	\$ 100,000.00	\$ 23,516.62	\$ -
000-05-0605-0003-08 Longevity	\$ 1,906.28	\$ 24,467.00	\$ 1,906.28	\$ -
000-05-0605-0003-09 Uniform	\$ 137.50	\$ 6,000.00	\$ 137.50	\$ -
000-05-0605-0003-15 Ins Opt Out	\$ 1,508.00	\$ 1,508.00	\$ 1,508.00	\$ -
000-05-0605-0003-24 Postage	\$ 100.00	\$ 100.00	\$ 100.00	\$ -
000-05-0605-0003-26 Printing	\$ 202.63	\$ 1,500.00	\$ 202.63	\$ -
000-05-0605-0003-30 Rentals	\$ 5,076.44	\$ 5,076.44	\$ 5,076.44	\$ -
000-05-0605-0003-32 Publication	\$ 288.16	\$ 1,955.00	\$ 288.16	\$ -
000-05-0605-0003-54 Repairs	\$ 867.60	\$ 1,525.00	\$ 867.60	\$ -
000-05-0605-0003-56 Uniforms	\$ 145.03	\$ 57,492.27	\$ 145.03	\$ -
000-05-0605-0003-68 Op.Material	\$ 341.52	\$ 86,393.90	\$ 341.52	\$ -
000-05-0605-0003-72 Equipment	\$ 49.72	\$ 119,093.56	\$ 49.72	\$ -
000-05-0605-0003-90 Refunds	\$ 35.27	\$ 6,500.00	\$ 35.27	\$ -
000-01-0101-0001-04 Temp Wgs	\$ 50,000.00	\$ 50,000.00	\$ 50,000.00	\$ -
000-01-0101-0001-44 Legal Svcs	\$ 35,000.00	\$ 102,916.65	\$ 35,000.00	\$ -
000-01-0101-0001-46 Oth. Ctc Svcs	\$ 95,234.00	\$ 157,000.00	\$ 95,234.00	\$ -
000-01-0501-0001-44 Legal Svcs	\$ 20,601.97	\$ 299,500.00	\$ 20,601.97	\$ -
000-01-0609-0001-46 Oth.Ctc.Svcs	\$ 156,898.53	\$ 404,000.00	\$ 186,208.24	\$ 29,309.71

TO (CREDIT)

000-05-0605-0003-02 Perm. Wgs	\$ 42,862.69	\$ 2,693,543.00	\$ (42,862.69)	\$ -
000-05-0605-0003-06 Premium	\$ 314,360.57	\$ 390,400.00	\$ (314,360.57)	\$ -
000-05-0605-0003-11 Shift Diff	\$ 3,744.91	\$ 27,398.00	\$ (3,744.91)	\$ -
000-05-0605-0003-12 FICA	\$ 30,941.10	\$ 238,292.00	\$ (30,941.10)	\$ -

Reason Transfer is Required:

Correcting 2022 negative personnel balances.

Reason Funds are Available for Transfer:

The remaining 2022 invoices have been entered, a balance of \$34,174.77 is available from within the EMS program. The City Council program had \$50,000 budgeted in Temporary Wages that was not spent in 2022 as well as remaining balances in their Legal Services and Other Contract Services accounts. The Law office has an ending balance of \$26,601.97 in their Legal Services account. The General & Civic program's Other Contract Services account saw a savings in 2022 due to reduced Unemployment Compensation costs. This savings is a result of CoVid discounts that ended the 3rd Qtr of 2022.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

<input type="checkbox"/>	Amount not more than \$5,000.00
<input checked="" type="checkbox"/>	Amount is greater than \$5,000.00
Department Head/Deputy Director:	Date:
Director of Finance/Deputy Director: <i>Jessica Baraket</i>	Date: <i>2/13/23</i>
City Controller (if amount is greater than \$5,000): <i>[Signature]</i>	Date: <i>2-14-23</i>
Mayor/Managing Director (if amount is greater than \$5,000): <i>[Signature]</i>	Date: <i>2-14-23</i>
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:
Natalie Santos, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Santo Napoli, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:

Expenditure Status Report
CITY OF ALLENTOWN
1/1/2022 through 12/31/2022

Account Number	Adjusted Appropriation	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
000 GENERAL					
05 FIRE					
0605 EMERGENCY MEDICAL SERVICES					
0003 EMERGENCY MEDICAL SERVICES					
0003-02 PERMANENT WAGES	2,693,543.00	2,736,405.69	2,736,405.69	-42,862.69	101.59
0003-04 TEMPORARY WAGES	100,000.00	76,483.38	76,483.38	23,516.62	76.48
0003-06 PREMIUM PAY	390,400.00	704,760.57	704,760.57	-314,360.57	180.52
0003-08 LONGEVITY	24,467.00	22,560.72	22,560.72	1,906.28	92.21
0003-09 UNIFORM ALLOWANCE	6,000.00	5,862.50	5,862.50	137.50	97.71
0003-11 SHIFT DIFFERENTIAL	27,398.00	31,142.91	31,142.91	-3,744.91	113.67
0003-12 FICA	238,292.00	269,233.10	269,233.10	-30,941.10	112.98
0003-14 PENSION	313,994.00	313,994.00	313,994.00	0.00	100.00
0003-15 Employee - Health Insurance Opt Out	1,508.00	0.00	0.00	1,508.00	0.00
0003-16 INSURANCE - EMPLOYEE GRP	966,948.00	966,948.00	966,948.00	0.00	100.00
0003-24 POSTAGE & SHIPPING	100.00	0.00	0.00	100.00	0.00
0003-26 PRINTING	1,500.00	1,297.37	1,297.37	202.63	86.49
0003-28 MILEAGE REIMBURSEMENT	16.80	16.80	16.80	0.00	100.00
0003-30 RENTALS	5,076.44	0.00	0.00	5,076.44	0.00
0003-32 PUBLICATIONS & MEMBERSHIP	1,955.00	1,666.84	1,666.84	288.16	85.26
0003-34 TRAINING & PROF. DEVELOP	12,325.00	12,322.55	12,322.55	2.45	99.98
0003-42 REPAIRS & MAINTENANCE	113,895.00	113,887.32	113,887.32	7.68	99.99
0003-46 OTHER CONTRACT SERVICES	7,554.00	7,553.05	7,553.05	0.95	99.99
0003-50 OTHER SERVICES & CHARGES	130.00	127.10	127.10	2.90	97.77
0003-54 REPAIR & MAINT SUPPLIES	1,525.00	657.40	657.40	867.60	43.11
0003-56 UNIFORMS	57,492.27	42,318.24	42,318.24	15,174.03	73.33
0003-66 CHEMICALS	9,501.00	9,500.02	9,500.02	0.98	99.99
0003-68 OPERATING MATERIALS & SUPP	86,393.90	83,504.33	83,504.33	3,889.57	96.65
0003-72 EQUIPMENT	119,093.56	48,917.84	48,917.84	70,175.72	40.99
0003-90 REFUNDS	6,500.00	6,464.73	6,464.73	35.27	99.46
Total GENERAL	5,185,607.97	5,455,624.46	87,703.05	-357,719.54	106.90

Expenditure Status Report

CITY OF ALLENTOWN

1/1/2022 through 12/31/2022

Grand Total

5,185,607.97

5,455,624.46

5,455,624.46

87,703.05

-357,719.54

106.90

Expenditure Status Report
 CITY OF ALLENTOWN
 1/1/2022 through 12/31/2022

Account Number	Adjusted Appropriation	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
000 GENERAL					
01 NONDEPARTMENTAL					
0101 CITY COUNCIL					
0001 LEGISLATION & RECORDKEEPING					
0001-02 PERMANENT WAGES	214,431.37	214,431.37	0.00	0.00	100.00
0001-04 TEMPORARY WAGES	50,000.00	0.00	0.00	50,000.00	0.00
0001-08 LONGEVITY	3,403.39	3,403.39	0.00	0.00	100.00
0001-12 FICA	20,486.00	16,445.30	0.00	4,040.70	80.28
0001-14 PENSION	16,526.00	16,526.00	0.00	0.00	100.00
0001-16 INSURANCE - EMPLOYEE GRP	50,892.00	50,892.00	0.00	0.00	100.00
0001-26 PRINTING	959.24	363.17	0.00	596.07	37.86
0001-28 MILEAGE REIMBURSEMENT	300.00	0.00	0.00	300.00	0.00
0001-32 PUBLICATIONS & MEMBERSHIP	485.00	30.38	0.00	454.62	6.26
0001-34 TRAINING & PROF. DEVELOP	5,000.00	50.00	0.00	4,950.00	1.00
0001-44 LEGAL SERVICES	102,916.65	40,208.30	27,708.35	35,000.00	65.99
0001-46 OTHER CONTRACT SERVICES	157,000.00	61,150.00	616.00	95,234.00	39.34
0001-50 OTHER SERVICES & CHARGES	15,500.00	12,691.11	0.00	2,808.89	81.88
0001-56 UNIFORMS	28.25	28.25	0.00	0.00	100.00
0001-68 OPERATING MATERIALS & SUPP	700.00	297.96	0.00	402.04	42.57
Total CITY COUNCIL	638,627.90	416,517.23	28,324.35	193,786.32	69.66

Expenditure Status Report
 CITY OF ALLENTOWN
 1/1/2022 through 12/31/2022

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
000	GENERAL					
01	NONDEPARTMENTAL					
0501	LAW					
0001	LEGAL SERVICES					
0001-02	PERMANENT WAGES	597,564.20	597,564.20	0.00	62,367.80	90.55
0001-08	LONGEVITY	1,978.00	1,249.79	0.00	728.21	63.18
0001-12	FICA	50,636.00	45,117.13	0.00	5,518.87	89.10
0001-14	PENSION	66,104.00	66,104.00	0.00	0.00	100.00
0001-15	Employee - Health Insurance Opt Out	1,508.00	1,503.97	0.00	4.03	99.73
0001-16	INSURANCE - EMPLOYEE GRP	203,568.00	203,568.00	0.00	0.00	100.00
0001-26	PRINTING	800.00	666.04	0.00	133.96	83.26
0001-28	MILEAGE REIMBURSEMENT	175.00	0.00	0.00	175.00	0.00
0001-32	PUBLICATIONS & MEMBERSHIP	22,900.00	21,351.91	0.00	1,548.09	93.24
0001-34	TRAINING & PROF. DEVELOP	5,000.00	2,062.00	0.00	2,938.00	41.24
0001-44	LEGAL SERVICES	299,500.00	278,898.03	0.00	20,601.97	93.12
0001-50	OTHER SERVICES & CHARGES	18,000.00	16,955.02	0.00	1,044.98	94.19
0001-68	OPERATING MATERIALS & SUPP	1,100.00	872.11	183.56	44.33	95.97
0001-72	EQUIPMENT	900.00	398.23	0.00	501.77	44.25
	Total LAW	1,332,101.00	1,236,310.43	183.56	95,607.01	92.82

Expenditure Status Report
CITY OF ALLENTOWN
11/1/2022 through 12/31/2022

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
000 GENERAL						
01 NONDEPARTMENTAL						
0609 GENERAL AND CIVIC						
0001 GENERAL AND CIVIC						
0001-30 RENTALS	141,802.36	141,802.36	141,802.36	0.00	0.00	100.00
0001-32 PUBLICATIONS & MEMBERSHIP	70,314.64	66,577.24	66,577.24	0.00	3,737.40	94.68
0001-40 CIVIC EXPENSES	50,000.00	42,000.00	42,000.00	0.00	8,000.00	84.00
0001-46 OTHER CONTRACT SERVICES	404,000.00	218,102.01	217,791.76	0.00	186,208.24	53.91
0001-50 OTHER SERVICES & CHARGES	270,840.00	270,833.90	270,833.90	0.00	6.10	100.00
0001-55 PROPERTY REPAIRS	92,801.43	76,588.63	76,588.63	1,749.00	14,463.80	84.41
0001-78 CONTINGENCY	345.94	0.00	0.00	0.00	345.94	0.00
0001-84 CAPITAL FUND CONTRIBUTION	69,057.00	69,057.00	69,057.00	0.00	0.00	100.00
0001-88 INTERFUND TRANSFERS	11,674,761.71	12,261,163.75	12,261,163.75	0.00	-586,402.04	105.02
Total GENERAL AND CIVIC	12,773,923.08	13,146,124.89	13,145,814.64	1,749.00	-373,640.56	102.93
Total NONDEPARTMENTAL	15,921,754.02	15,900,601.80	15,900,291.55	46,756.91	-25,294.44	100.16

