



CITY OF ALLENTOWN

31191

RESOLUTION

R198 – 2025

Introduced by the Administration on December 17, 2025

R198

Approves a \$140,000 Transfer for the purchase of salt for treating streets during inclement weather and a transfer of \$22,358.75 in Finance for actuarial services

Resolved by the Council of the City of Allentown, That

WHEREAS, the Administration has forwarded and requested Council approve the following transfers as attached for Streets and Finance.

NOW, THEREFORE, BE IT RESOLVED that City Council hereby approves the transfer attached.

	Yea	Nay
Candida Affa	X	
Ce-Ce Gerlach	X	
Cynthia Y. Mota	X	
Santo Napoli	X	
Natalie Santos	X	
Ed Zucal	X	
Daryl Hendricks, President	X	
TOTAL	7	0

THIS IS TO CERTIFY, That the above copy of Resolution No. 31191 was adopted by the City Council of Allentown on the 17th day of December, 2025, and is on file in the City Clerk's Office.



City Clerk

2025 Budget Year		Budget Office Only:			
		Posting Year: " Period:	Posting Date:	Posting # Ref #	Doc # Initials:
CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM					
TO:	Bina Patel, Director of Finance	FROM:	Dale Tretter		
BUREAU:	Department of Finance	BUREAU:	Streets		
TRANSFER DETAIL					
Date of Request:	3-Dec-25	Fund: General Fund	Transfer Amount: \$ 140,000.00		
FROM (DEBIT)					
ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ADJUSTED APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)	
000-03-0716-0017-50054 Repair & Maint Supplies	\$ 140,000.00	\$ 485,300.00	\$ 144,061.57	\$ 4,061.57	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
TO (CREDIT)					
000-03-0716-0017-50066 Chemicals	\$ 140,000.00	\$ 202,793.36	\$ 277.24	\$ 140,277.24	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
				\$ -	
REASON TRANSFER IS REQUIRED:					
This purchase is necessary for the safety of the residents, so the streets can be properly treated during inclement weather. More salt is needed to maintain this safety of the roads for the remaining season.					
REASON FUNDS ARE AVAILABLE FOR TRANSFER:					
These funds were not encumbered for all material purchases. Specifically the material budgeted for the alley program that runs through the year was not used as heavily as the focus was on completing the UGI Cost Share program and complete this work instead as it was more time sensitive.					
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: <i>[Signature]</i>				Date: 12-5-25	
Director of Finance/Deputy Director: <i>[Signature]</i>				Date: 12-8-25	
City Controller (if amount is greater than \$5,000): <i>[Signature]</i>				Date: 12-8-25	
Mayor/Managing Director (if amount is greater than \$10,000): <i>[Signature]</i>				Date: 12-8-25	
Referred to City Council in accordance with the provisions of the Administrative Code, Section 150.04:					
CITY COUNCIL					
Daryl Handricks, President	☐ Approved	☐ Disapproved	Date: _____		
Cynthia Mota, Vice President	☐ Approved	☐ Disapproved	Date: _____		
Candida Affa, Councilperson	☐ Approved	☐ Disapproved	Date: _____		
Cecilia Gerlach, Councilperson	☐ Approved	☐ Disapproved	Date: _____		
Ed Zucal, Councilperson	☐ Approved	☐ Disapproved	Date: _____		
Natalie Santos, Councilperson	☐ Approved	☐ Disapproved	Date: _____		
Santo Napoli, Councilperson	☐ Approved	☐ Disapproved	Date: _____		

G/L ACCOUNT - MASTER INQUIRY

Org code: 00000190 GENERAL FUND
 Object code: 50054 REPAIRS & MAINTENANCE SUPPLIES
 Project code:

Type: E
 Status: A
 Budgetary: Y

Fund 000 GENERAL FUND
 Department 03 PUBLIC WORKS
 Bureau 0716 STREETS
 Program 0017 MAINTENANCE
 UNKNOWN
 UNKNOWN
 UNKNOWN

Full description: REPAIRS & MAINTENANCE SUPPLIES Short desc: MAINT SUP
 Reference Acct: Auto-encumber? (Y/N) N

----- CURRENT YEAR MONTHLY AMOUNTS -----				
PER	ACTUAL	ENCUMBRANCE	BUD TRANSFER	BUDGET
00	.00	.00	.00	.00
01	.00	.00	.00	346,800.00
02	.00	.00	.00	.00
03	6,766.66	10,000.00	138,500.00	138,500.00
04	56,325.17	262,840.69	.00	.00
05	55,916.77	-55,541.51	.00	.00
06	13,807.82	-13,460.56	.00	.00
07	16,309.86	-15,959.65	.00	.00
08	21,415.66	-20,117.67	.00	.00
09	66,678.16	-64,432.82	.00	.00
10	7,683.65	-7,351.23	.00	.00
11	26,530.11	-26,530.11	.00	.00
12	.00	.00	.00	.00
13	.00	.00	.00	.00
Tot:	271,433.86	69,447.14	138,500.00	485,300.00

----- CURRENT YEAR TOTAL AMOUNTS -----			
Actual (Memo)	272,372.78	Original Budget	346,800.00
Encumbrances	68,865.65	Budget Tranfr In	138,500.00
Requisitions	.00	Budget Tranfr Out	.00
Total	341,238.43	Carry Fwd Budget	.00
Available Budget	144,061.57	Carry Fwd Bud Tfr	.00
Percent Used	70.31	Revised Budget	485,300.00
Inceptn to SOY	.00	Inceptn Orig Bud	.00
		Inceptn Revsd Bud	.00
Encumb-Last Yr	.00		346,800.00
Actual-Last Yr	.00		346,800.00
Estim-Actual	485,300.00		346,800.00
	.00		346,800.00
			.00

Posting Year:	Posting Date:	Posting #	Doc #
2025		Ref #	Initials: BS

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO:	Bina Patel, Director of Finance	FROM:	ERIKA STROHLER
BUREAU:	Department of Finance	BUREAU:	TREASURY

TRANSFER DETAIL

Date of Request:	8-Dec-25	Fund: GENERAL	Transfer Amount: \$	22,358.75
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ADJUSTED APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-02-0602-0009-50046-	\$ 14,597.00	\$ 41,540.00	\$ 18,620.00	\$ 4,023.00
000-02-0602-0011-50034-	\$ 5,930.43	\$ 11,000.00	\$ 5,930.43	\$ -
000-02-0602-0008-50090-	\$ 1,831.32	\$ 275,000.00	\$ 16,041.78	\$ 14,210.46

TO (CREDIT)

000-02-0602-0010-50046-	\$ 22,358.75	\$ 83,500.00	\$ 4,433.75	\$ 26,792.50

Reason Transfer is Required:

Additional costs to Cheiron for significantly late invoice

Reason Funds are Available for Transfer:

The allocated funding from these siphoned accounts will not be used in their entirety by the year's end

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:	<i>Bina Patel</i>	Date:	12/8/25
Director of Finance/Deputy Director:		Date:	12/9/2025
City Controller (if amount is greater than \$5,000):		Date:	
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

Cynthia Mota, President	☐ Approved ☐ Disapproved	Date:
Santo Napoli, Vice President	☐ Approved ☐ Disapproved	Date:
Candida Affa, Councilperson	☐ Approved ☐ Disapproved	Date:
Cecilia Gerlach, Councilperson	☐ Approved ☐ Disapproved	Date:
Ed Zucal, Councilperson	☐ Approved ☐ Disapproved	Date: