



CITY OF ALLENTOWN

30350

RESOLUTION

R206 – 2021

Introduced by the Administration on December 1, 2021

Approves two transfers: (1) \$55,000 in CED- Special Events due to last year's Lights in the Parkway traffic issues, a new traffic plan had to be implemented; (2) \$7,500 in Information Systems for additional software licenses for bluebeam. Bluebeam software is integrated with EnerGov for eReviews.

Resolved by the Council of the City of Allentown, That


WHEREAS, the Administration has requested Council approve the following transfers:

- \$55,000 in CED- Special Events due to last year's Lights in the Parkway traffic issues, a new traffic plan had to be implemented from Account #000-09-0901-0004-26 (Printing) and Account #000-09-0901-0004-46 (Contract/Service Fees) to Account #000-09-0901-0005-46 (Contract/Service Fees)
- \$7,500 in Information Systems for additional software licenses for bluebeam. Bluebeam software is integrated with EnerGov for eReviews from Account #000-07-0604-0001-50 (Other Services/Charges) to Account #000-07-0604-0001-69 (Operating Materials).

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

	Yea	Nay
Candida Affa	X	
Ce-Ce Gerlach	X	
Daryl Hendricks	X	
Cynthia Mota	X	
Joshua Siegel	X	
Ed Zucal	X	
Julio A. Guridy, President	X	
TOTAL	7	0

THIS IS TO CERTIFY, That the above copy of Resolution No. 30350 was adopted by the City Council of Allentown on the 1st day of December, 2021, and is on file in the City Clerk's Office.



City Clerk

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

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Seth O'Neill, Director	FROM: Jean Brossman
BUREAU: Department of Finance	BUREAU: CED-Special Events

TRANSFER DETAIL

Date of Request: 11.09.2021	Fund: General	Transfer Amount: \$55,000.00
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-09-0901-0004-26 Printing	\$35,000.00	\$40,000.00	\$40,000.00	5,000.00
000-09-0901-0004-46 Contract/Service Fees	20,000.00	185,400.00	72,927.58	52,927.58
				-
				-
				-
				-
				-
				-
				-

TO (CREDIT)

000-09-0901-0005-46 Contract/Service Fees	\$55,000.00	\$0.00	\$0.00	55,000.00
				-
				-
				-
				-
				-
				-
				-

Reason Transfer is Required:

Due to last years Lights in the Parkway traffic issues, a new traffic plan had to be implemented. The City cannot run the risk to staff this during the winter due to having all eligible workers available for winter weather. The Fire Police told us that they could not support Lights in the Parkway in 2021 due to the low number of volunteers.

Reason Funds are Available for Transfer:

~~This transfer occurs from the fund that the footcandle start lights in the Parkway in November 20, 2021. Signal 08 has worked with the Health Bureau and of the Police for security and traffic control. They have worked with APD and they are familiar with the Lights in the Parkway to fine and road work.~~

Funds in program 0901-0004 are less than anticipated.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

<input checked="" type="checkbox"/>	Amount not more than \$5,000.00	
<input type="checkbox"/>	Amount is greater than \$5,000.00	
Department Head/Deputy Director:	<i>[Signature]</i>	Date: 11/9/2021
Director of Finance/Deputy Director:	<i>[Signature]</i>	Date: 11/10/21
City Controller (if amount is greater than \$5,000):	<i>[Signature]</i>	Date: 11-11-21
Mayor/Managing Director (if amount is greater than \$5,000):	<i>[Signature]</i>	Date: 11/11/21
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:		Date:

CITY COUNCIL

Julio Guridy, President	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Cynthia Mota, Vice President	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Ce-Ce Gerlach, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Candida Affa, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Joshua Siegel, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Ed Zucal, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Daryl Hendricks, Councilperson:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:

Expenditure Status Report
 CITY OF ALLENTOWN
 1/1/2021 through 12/31/2021

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
000 GENERAL						
09 COMMUNITY DEVELOPMENT						
0901 DIRECTOR - COMMUNITY DEVELOPMENT						
0004 SPECIAL EVENTS						
0004-26 PRINTING	40,000.00	0.00	0.00	0.00	40,000.00	0.00
0004-30 RENTALS	3,500.00	2,450.90	2,450.90	547.50	501.60	85.67
0004-46 OTHER CONTRACT SERVICES	141,900.00	79,329.02	79,329.02	30,145.00	32,425.98	77.15
Total GENERAL	185,400.00	81,779.92	81,779.92	30,692.50	72,927.58	60.66
Grand Total	185,400.00	81,779.92	81,779.92	30,692.50	72,927.58	60.66

RECEIVED

NOV 09 2021

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

FINANCE DIRECTOR'S OFFICE

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Seth O'Neill, Director	FROM: Matthew Leibert
BUREAU: Department of Finance	BUREAU: Information Systems

TRANSFER DETAIL

Date of Request: 9-Nov-21 Fund: General Transfer Amount: \$7,500.00 ✓

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
FROM (DEBIT)				
000-07-0604-0001-50 <u>Other Services / Charges</u>	\$7,500.00	<u>15,000</u>	<u>12,065</u>	<u>4,565</u> (7,500.00)
				-
				-
				-
				-
				-
				-
				-
				-
				-
				-
TO (CREDIT)				
000-07-0604-0001-68 <u>Operating Materials</u>	\$7,500.00	<u>76,147</u>	<u>1,408</u>	<u>8,908</u> <u>7,500.00</u>
				-
				-
				-
				-
				-
				-
				-

Reason Transfer is Required: Additional software licenses for bluebeam. Bluebeam software is integrated with EnerGov for eReviews. (OK)

Reason Funds are Available for Transfer: Purchases to date, less than anticipated

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

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

Department Head/Deputy Director: <u>Matthew Leibert /ms</u>	Date: 11/09/2021
Director of Finance/Deputy Director: <u>Jessica Bergant</u>	Date: 11/10/21
City Controller (if amount is greater than \$5,000): <u>M. Lopez</u>	Date: 11-10-21
Mayor/Managing Director (if amount is greater than \$5,000): <u>Roger Cohen</u>	Date: 11/11/21
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:	Date:

CITY COUNCIL

Julio Gurdy, President:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Cynthia Mota, Vice President	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Ce-Ce Gerlach, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Candida Affa, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Joshua Siegel, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Ed Zucal, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Daryl Hendricks, Councilperson:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:

Magliane, Casandra

From: Wagenhurst, Barbara
Sent: Tuesday, November 9, 2021 3:13 PM
To: Magliane, Casandra
Subject: FW: Budget Transfer Request
Attachments: BudgetTransferRequest-20211109.pdf

Please, thank you



Barbara Wagenhurst
Finance Operations Manager
Department of Finance | City of Allentown
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✉️ Barbara.Wagenhurst@allentownpa.gov



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From: Shah, Mamta <Mamta.Shah@allentownpa.gov>
Sent: Tuesday, November 9, 2021 2:41 PM
To: Wagenhurst, Barbara <Barbara.Wagenhurst@allentownpa.gov>
Subject: Budget Transfer Request

Barb,

Please find attached the budget transfer form for 7500/- to be transferred from -50 to -68 to get the req no 22-001778 filled.

My initials are next to the signature with today's date.

Please let me know if you need anything else.

Thanks
Mamta



Mamta Shah
Applications Manager
Information Technology | City of Allentown
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Allentown, PA, 18103
☎ +1 (610) 437-8788 x2211
✉ Mamta.Shah@allentownpa.gov



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Expenditure Status Report
CITY OF ALLENTOWN
1/1/2021 through 12/31/2021

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
000 GENERAL						
07 MANAGEMENT SYSTEMS						
0604 MANAGEMENT DIRECTOR & INFORMATION SVCS						
0001 SYSTEMS MANAGEMENT						
0001-02 PERMANENT WAGES	1,380,522.00	1,040,109.60	1,040,109.60	0.00	340,412.40	75.34
0001-08 LONGEVITY	9,715.00	7,346.31	7,346.31	0.00	2,368.69	75.62
0001-12 FICA	106,353.00	77,024.21	77,024.21	0.00	29,328.79	72.42
0001-14 PENSION	137,942.00	114,950.00	114,950.00	0.00	22,992.00	83.33
0001-16 INSURANCE - EMPLOYEE GRP	461,916.00	346,437.00	346,437.00	0.00	115,479.00	75.00
0001-22 TELEPHONE	272,842.79	166,549.88	166,549.88	26,770.95	79,521.96	70.85
0001-26 PRINTING	100.00	0.00	0.00	0.00	100.00	0.00
0001-32 PUBLICATIONS & MEMBERSHIP	100.00	92.79	92.79	0.00	7.21	92.79
0001-34 TRAINING & PROF. DEVELOP	40,000.00	13,662.00	13,662.00	20,882.00	5,456.00	86.36
0001-42 REPAIRS & MAINTENANCE	1,086,950.00	1,059,134.78	1,059,134.78	23,034.90	4,780.32	99.56
0001-46 OTHER CONTRACT SERVICES	500,246.58	300,417.43	300,417.43	49,001.30	150,827.85	69.85
0001-50 OTHER SERVICES & CHARGES	15,000.00	2,934.69	2,934.69	0.00	12,065.31	19.56
0001-68 OPERATING MATERIALS & SUPP	76,147.00	74,739.08	74,739.08	0.00	1,407.92	98.15
0001-72 EQUIPMENT	46,653.85	3,403.62	3,403.62	20,640.00	22,610.23	51.54
Total GENERAL	4,134,488.22	3,206,801.39	3,206,801.39	140,329.15	787,357.68	80.96
Grand Total	4,134,488.22	3,206,801.39	3,206,801.39	140,329.15	787,357.68	80.96