



CITY OF ALLENTOWN

30288

RESOLUTION

R143 – 2021

*Introduced by the Administration on September 8, 2021*

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**Transfer Approval: \$46,572.00 in Public Safety/Assistant Chief of Police since the Police Department was approved by the COVID-19 grant administrators to reclassify the COVID-19 grant spending - The grant modification was approved and this transfer is to reallocate the funding to the appropriate expenditure account; \$17,000.00 in Building Maintenance required to purchase a scissor lift and to purchase equipment for the completion of the Golf Course Boiler Installation; \$13,695.00 in Public Safety/Police to bring the Police Academy FICA Account to the Positive Plus Enough Funding Until 12-31-21.**

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***Resolved by the Council of the City of Allentown, That***

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

- **\$46,572 in Public Safety/Assistant Chief of Police since the Police Department was approved by the COVID-19 grant administrators to reclassify the COVID-19 grant spending - The grant modification was approved and this transfer is to reallocate the funding to the appropriate expenditure account from Account #000-04-0802-0002-72 (Equipment) to Account #000-04-0802-0001-72.**
- **\$17,000.00 in Building Maintenance required to purchase a scissor lift and to purchase equipment for the completion of the Golf Course Boiler Installation from Account #000-03-0707-0001-54 (Maintenance Supplies) to Account #000-03-0707-0001-72 (Equipment);**
- **\$13,695.00 in Public Safety/Police to bring the Police Academy FICA Account to the Positive Plus Enough Funding Until 12-31-21 from Account #000-04-0802-0001-12 (FICA) to Account #00-04-0802-0004-12 (FICA).**

**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		
Joshua Siegel	X	
Ed Zucal	X	
Julio A. Guridy, President	X	
TOTAL	6	0

***THIS IS TO CERTIFY, That the above copy of Resolution No. 30288 was adopted by the City Council of Allentown on the 8<sup>th</sup> day of September, 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: William Lake, Assistant Chief of Police
BUREAU: Department of Finance	BUREAU: Public Safety / Police

**TRANSFER DETAIL**

Date of Request: 20-Aug-21	Fund: General	\$46,572
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**FROM (DEBIT)**

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-04-0802-0002-72 (Equipment)	46,572.00	46,572.00	46,572.00	-
				-
				-
				-
				-
				-
				-
				-
				-
				-

**TO (CREDIT)**

000-04-0802-0001-72	\$46,572.00	\$151,146.67	\$36,253.01	82,825.01
				-
				-
				-
				-
				-
				-
				-
				-
				-

**Reason Transfer is Required:**

The Police Department was approved by the COVID-19 grant administrators to reclassify the COVID-19 grant spending. The grant modification was approved and this transfer is to reallocate the funding to the appropriate expenditure account. The original ordinance # 15709 was approved 5/19/21.

**Reason Funds are Available for Transfer:**

Re-allocate funds to appropriate expenditure account.

**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:	<i>[Signature]</i> #212	Date:	8/20/2021
Director of Finance:	<i>[Signature]</i>	Date:	8/23/21
City Controller (if amount is greater than \$5,000):	<i>[Signature]</i>	Date:	8/24/21
Mayor or Managing Director (if amount is greater than \$5,000):	<i>[Signature]</i>	Date:	8/24/21
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:			Date:

**CITY COUNCIL**

Jufo 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, President:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:

ORDINANCE NO. 15709

FILE OF CITY COUNCIL

BILL NO. 39 – 2021

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MAY 5, 2021

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AN ORDINANCE

Amending the 2021 General Fund Budget to provide for a supplemental appropriation of Fifty-Six Thousand Five Hundred Seventy-Two (\$56,572) Dollars from the United States Department of Justice through the Emergency Supplemental Funding program known as the CARES Act to the City of Allentown for COVID-19 related purchases.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN:

SECTION ONE: That City Council authorizes an increase to the unappropriated balance of the 2021 General Fund in the amount of Fifty-Six Thousand Five Hundred Seventy-Two (\$56,572) Dollars reflecting receipt of monies from the Pennsylvania Department of Justice Grant.

000-5218

Recovery Act/Stimulus Act

SECTION TWO: That City Council authorizes a supplemental appropriation from the unappropriated balance of the General Fund as follows:

**Police Department  
Administration**

000-04-0802-0001-68	Operating Materials & Supplies	\$ 10,000
000-04-0802-0002-72	Equipment	<u>46,572</u>
	Total	\$ 56,572

SECTION THREE: That this Ordinance will take effect ten (10) days after final passage.

SECTION FOUR: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

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

I hereby certify that the foregoing Ordinance was passed by City Council on May 19, 2021 and signed by the Mayor on May 20, 2021.

*Michael P. Hal*

CITY CLERK

CITY OF ALLENTOWN  
01/01/2021 through 12/31/2021

Account Number	Adjusted Appropriation	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
000 GENERAL	0.00	0.00	0.00	0.00	0.00
04 POLICE					
0802 POLICE					
0002 PROJECT LIFESAVER	46,572.00	0.00	0.00	0.00	0.00
0002-72 EQUIPMENT					
6/25/2021 budadj BA 5270	46,572.00				
Line Description: DOJ CARES ACT - ORD 15709 Document Description : INCREASE PER ORDINANCE 15709					
0002-72 EQUIPMENT	46,572.00	0.00	0.00	46,572.00	0.00
Total GENERAL	46,572.00	0.00	0.00	46,572.00	0.00
Grand Total	46,572.00	0.00	0.00	46,572.00	0.00

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

**CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM**

TO: Seth O'Neill, Director	FROM: William Lake, Assistant Chief of Police
BUREAU: Department of Finance	BUREAU: Public Safety / Police

**TRANSFER DETAIL**

Date of Request: 20-Aug-21	Fund: General	Transfer Amount: \$13,695.00
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**FROM (DEBIT)**

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-04-0802-0001-12 (FICA)	\$13,695.00	465,791.00	\$244,040.94	230,345.94
				-
				-
				-
				-
				-
				-
				-
				-
				-

**TO (CREDIT)**

000-04-0802-0004-12 (FICA)	\$13,695.00	\$6,416.00	(\$1,578.57)	12,116.43
				-
				-
				-
				-
				-
				-
				-
				-
				-

**Reason Transfer is Required:**

To bring the Police Academy FICA account to the positive plus enough funding until 12/31/21.

**Reason Funds are Available for Transfer:**

Re-allocation of funds.

**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: <i>[Signature]</i> #212	Date: 8/20/2021
Director of Finance: <i>[Signature]</i> Jessica Beranek	Date: 8/23/21
City Controller (if amount is greater than \$5,000): <i>[Signature]</i>	Date: 8-24-21
Mayor or Managing Director (if amount is greater than \$5,000): <i>[Signature]</i>	Date: 8/24/21
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:	Date:

**CITY COUNCIL**

Julio Guriy, 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, President:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:

*[Handwritten mark]*

## Yanek, Danielle

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**From:** Magliane, Casandra  
**Sent:** Thursday, July 1, 2021 4:20 PM  
**To:** Yanek, Danielle  
**Subject:** Negative Balance - Police Academy

**Importance:** High

**Follow Up Flag:** Follow up  
**Due By:** Thursday, July 8, 2021 3:00 PM  
**Flag Status:** Flagged

Danielle

Now that we are passed the half-way point of the year, I've started to review the expenditure accounts to ensure spending is in line with budgeted amounts.

While reviewing the Police accounts, I noticed a negative balance that needs to be addresses. Please let me know if I should be directing this to someone else, I'm still learning the ropes back here in Finance.

These are the negative balances as of 07/01/2021:

- 000-04-0802-0004-12 FICA (121.76)

Please have a transfer prepared and forwarded to me by 07/16/2021 for processing; there is no need to send the original form inter-office, as a scanned copy will suffice.

Thank you for your continued cooperation. If you have any questions, please feel free to e-mail or call using Teams.

Thanks  
Cassie



**CASANDRA L. MAGLIANE**  
FINANCIAL ANALYST

Finance  
435 Hamilton Street  
Allentown, PA 18101  
P: +1 (610) 437-7500 x2302  
F: +1 (610) 437-7563  
E: Casandra.Magliane@allentownpa.gov  
W: www.allentownpa.gov



# RECEIVED

AUG 12 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: Ted Berger
BUREAU: Department of Finance	BUREAU: Building Maintenance

#### TRANSFER DETAIL

Date of Request: 11-Aug-21	Fund: General	Transfer Amount: \$17,000.00
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#### FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-0303-0707-0001-54 Maintenance Supplies	\$17,000.00	\$157,500.00	\$83,982.57	66,982.57
				-
				-
				-
				-
				-
				-
				-
				-
				-

#### TO (CREDIT)

000-0303-0707-0001-72 Equipment	\$17,000.00	\$50,000.00	\$11,935.98	28,935.98
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				-
				-
				-
				-

#### Reason Transfer is Required:

Transfer is required to purchase a scissor lift and to purchase equipment for the completion of the Golf Course boiler installation. This piece of equipment is necessary to perform certain jobs in City buildings.

#### Reason Funds are Available for Transfer:

Due to the City Hall chiller being brand new, we don't anticipate any repairs or maintenance to the chiller for the remainder of this year.

#### 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:	<i>[Signature]</i> Date: 8/11/21
Director of Finance/Deputy Director:	<i>[Signature]</i> Date: 8/12/21
City Controller (if amount is greater than \$5,000):	<i>[Signature]</i> Date: 8-13-21
Mayor/Managing Director (if amount is greater than \$5,000):	<i>[Signature]</i> Date: 8/16/21
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: