

ORDINANCE NO.

FILE OF CITY COUNCIL

BILL NO. 23 - 2025

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MARCH 19, 2025

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AN ORDINANCE

Amending the 2025 Risk Fund Budget to provide for an increase of Ninety-One Thousand One Hundred Thirty Dollars (\$91,130) to the Transfer from Grant Fund insurance revenue account representing the Insurance expenditure for 2025 from the Grant Fund's Recompete Phase 2 personnel in programs 005-09-5902-0082 and 005-09-5908-0082.

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

SECTION ONE: That the City Council authorizes an increase to the Risk Fund Budget in the amount of Ninety-One Thousand One Hundred Thirty Dollars (\$91,130).

<b>Increase</b>	
<b>081-7132 Transfer from Grant Fund</b>	<b>\$91,130.00</b>

SECTION TWO: That this Ordinance takes effect ten (10) days after final passage.

SECTION THREE: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

## Legislative Template

- **What department or bureau is this bill originating from? Where did the initiative for the bill originate?**

Finance Department, Budget & Administration

- **Summary and facts of the bill.**

The Recomplete Phase 2 programs 005-09-5902-0082 and 005-09-5908-0082 were created via ordinance #16060 on November 6, 2024. Insurance expenditures were added to these programs to capture the cost of providing city-sponsored health insurance to the staff in these programs for the full 5 years of the grant life cycle (total \$497,480.24, 5902-0082-\$348,612.08, 5908-0082-\$148,868.17). The year 1 insurance cost is \$91,131 (5902-0082- \$63,090, 5908-0082- \$28,040). All programs with personnel across all funds have a budgeted -16 account expense. The Risk Fund has a separate revenue account for each Fund to accept this insurance funding. The Risk Fund revenue account associated with the Grant Fund is 081-7132 Transfer from Grant Fund. The 2025 Risk Fund revenue allocation of \$91,131 was not included in the 2025 proposed budget because the grant had not been appropriated yet. This allocation was missed from 2025's budget memo #1.

- **Purpose – Please include the following in your explanation:**
  - a. **What does the bill do? What are the specific goals or tasks the bill seeks to accomplish?**

Allocates the budgeted revenue that is journaled from the Grant Fund insurance expenditure account to the Risk Fund revenue account to represent the costs of providing health insurance coverage to the staff in those programs.

- b. **What are the benefits of doing this? What are the drawbacks?**

This allocation will correct the current inconsistency on the Budget to Actuals report. Without the revenue budget allocation, the actual revenues that are transferred into this account each month appear to be unanticipated instead of expected revenue.

- c. **How does this bill relate to the City's vision/mission/priorities?**

The Finance Dept strives to provide transparency when budgeting and publishing the monthly budget to actuals reporting.

- **Financial Impact – Please include the following in your explanation:**
  - a. **Cost (initial and ongoing)**

There is no cost to the 2025 budget, the expenses were previously recorded in the 2024 Grant Fund budget. Unrealized revenue and expenditures in the Grant Fund roll to the following fiscal year annually.

**b. Benefits (initial and ongoing)**

This ordinance increases the 2025 Risk Fund revenue budget to match the 2025 actual revenues that are being journaled to this revenue account.

- **Funding Sources – Please include the following in your explanation:**
  - a. **If transferring funds, please make sure to give specific account names and numbers. If appropriating funds from a grant, please list the agency awarding the grant.**

Increase to 081-7132 Transfer from Grant Fund	\$91,130.00
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- **Priority status – Are there any deadlines to be aware of?**

Normal Status

- **Why should Council unanimously support this bill?**

This appropriation increases transparency in budgeting & financial reporting.