CITY OF ALLENTOWN

31144 ***RESOLUTION*** ***R151 – 2025***

Introduced by the Administration on October 1, 2025

Approves the following transfer:
Treasury - $24,000.00 (Additional costs to Cheiron were incurred in 2025 and $16,000 that was budgeted for in 2024 was paid out in 2025 due to a significantly late invoice from Cheiron).

Resolved by the Council of the City of Allentown, That

WHEREAS, the Administration has forwarded and requested Council approve the following transfer, as attached:

Treasury - $24,000 Additional costs to Cheiron were incurred in 2025 and $16,000 that was budgeted for in 2024 was paid out in 2025 due to a significantly late invoice from Cheiron.

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. 31144 was adopted by the City Council of Allentown on the 15th day of October, 2025, and is on file in the City Clerk's Office.

City Clerk

2025 Budget Year	Budget Office Only:			
	Posting Year:	Posting Date:	Posting #	Doc #
	Period:		Ref #	Initials:

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:	2-Sep-25	Fund:	000	Transfer Amount:	$ 24,000.00

FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT ($)	ADJUSTED APPROPRIATION ($)	CURRENT ACCOUNT TOTAL ($)	ACCOUNT TOTAL AFTER TRANSFER ($)
000-02-0602-0010-50004 Temp Wages	$ 20,000.00		$ 20,000.00	$ 0
000-02-0602-0010-50006 Prem Pay	$ 1,000.00		$ 1,000.00	$ 0
000-02-0602-0010-50034 Train&Prof Dev	$ 3,000.00		$ 3,925.00	$ 925.00
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -

TO (CREDIT)

000-02-0602-0010-50046 Other Cntct Svs	$ 24,000.00		$ -5,786.25	$ 18,213.75
				$
				$
				$
				$

REASON TRANSFER IS REQUIRED:

Additional costs to Cheiron were incurred in 2025 and $16,000 that was budgeted for in 2024 was paid out in 2025 due to a significantly late invoice from Cheiron

REASON FUNDS ARE AVAILABLE FOR TRANSFER:

Treasury originally budgeted for temp wages due to the extra work from the Munis implementation, however, because we did not go to the GFOA conference as planned, and spent extra hours in the office, we were able to do the work with current staff and no longer need the funds in temp wages, premium pay or training accounts.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

	Check if amount is equal to or less than $5,000.00		
X	Check if amount is greater than $5,000.00		
Department Head/Deputy Director:			Date:
Director of Finance/Deputy Director:	Bina Patel		Date: 9/8/2025
City Controller (if amount is greater than $5,000):			Date: 9-11-25
Mayor/Managing Director (if amount is greater than $10,000):			Date: 9.15.25
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:			Date:

CITY COUNCIL

Daryl Hendricks, 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:

YTD Available Budget Report

Account Number	Account Desc	Original Budget	Transfers	Revised Budget	YTD Actuals	Enc/Req	Available Budget	% Used
000 GENERAL FUND		84,500.00	0.00	84,500.00	49,361.25	16,000.00	19,138.75	77.35 %
02 FINANCE		**84,500.00**	**0.00**	**84,500.00**	**49,361.25**	**16,000.00**	**19,138.75**	**77.35 %**
0602 FINANCE		**84,500.00**	**0.00**	**84,500.00**	**49,361.25**	**16,000.00**	**19,138.75**	**77.35 %**
000-02-0602-0010-50004-	TEMP WAGES	20,000.00	0.00	20,000.00	0.00	0.00	20,000.00	0.00%
000-02-0602-0010-50006-	PREM PAY	1,000.00	0.00	1,000.00	0.00	0.00	1,000.00	0.00%
000-02-0602-0010-50034-	TR&PRF DEV	4,000.00	0.00	4,000.00	75.00	0.00	3,925.00	1.88%
000-02-0602-0010-50046-	OTHER CSVC	59,500.00	0.00	59,500.00	49,286.25	16,000.00	(5,786.25)	*109.72%
	Grand Total:	84,500.00	0.00	84,500.00	49,361.25	16,000.00	19,138.75	77.35 %

2025 Budget Year	Budget Office Only:			
	Posting Year:	Posting Date:	Posting #	Doc #
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