ADMINISTRATION

ORDINANCE NO. _____

FILE OF CITY COUNCIL

BILL NO. 100 - 2025

DECEMBER 3, 2025

AN ORDINANCE

Amending the 2025 General and Building Code Fund Budgets to provide for a transfer of Twenty-five Thousand Dollars ($25,000.00) from the Building Code Fund to the General Fund. This transfer will allow the DCED Director's Administration budget to pay the YMCA invoice for the early warming shelter opening.

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

SECTION ONE: That City Council authorizes the transfer of Twenty-Five Thousand Dollars ($25,000.00) from the Department of Community & Economic Development's Building Standards & Safety Bureau to the Director's Bureau as follows:

Decrease:
115-09-0903-0042-50046- Building Code Fund, Other Contract Services $25,000.00

Increase:
000-09-0901-0013-50040- General Fund, Civic Donations $25,000.00

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SECTION THREE: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

- **What department or bureau is this bill originating from?**

  The Department of Community Economic Development Director's and Building Standards & Safety Bureaus.

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

  This bill transfers $25,000.00 from the Building Code Fund's Other Contract Services 2025 budget allocation for homeless services to be used for emergency placement of displaced tenants to the General Fund CED Director's budget to pay the YMCA invoice for services rendered prior to the regular scheduled opening of the warming shelter.

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

     This bill reimburses the General Fund program budget for an amount of $25,000 for the warming shelter's early opening invoice. The annual 2025 YMCA shelter payment of $25,000 is paid from this General Fund civic donation account. This transfer will replace the funding in time for the annual payment to be made as scheduled.

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

     This advance opening invoice for FY 2025 should be paid out of the same fund and program account as the annual YMCA contribution for accurate accounting and auditing records.

     The funds were approved in the FY 2025 Code Fund budget for emergency placement situations.

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

     This bill relates to the City's vision/mission/priorities as it shows our commitment to managing the budget in a way that provides a clean, safe, and healthy environment for all citizens.

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

     $25,000 one-time YMCA invoice for advance opening costs of the warming shelter in 2025.

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

This advance opening invoice for FY 2025 should be paid out of the same fund and program account as the annual YMCA contribution for accurate accounting and auditing records.

- **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.**

Budget Transfer:

FROM:

Building Code Fund, Department of Community & Economic Development,
Building Standards & Safety Bureau, Building Plumbing & Electrical Enforcement Program, Other Contract Services

115-09-0903-0042-50046- ($25,000.00)

TO:

General Fund, Department of Community & Economic Development, Director's Bureau, Administration Program, Civic Expenses

000-09-0901-0013-50040- $25,000.00

- **Priority status – Are there any deadlines to be aware of?**

The $25,000 budgeted in the Director's Bureau was used to pay the advance opening invoice in November 2025. The annual YMCA invoice is issued to the City in December. This transfer needs to occur in time for the annual payment to be made as scheduled.

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

This transfer allows the city to use previously approved budgetary funds to support the YMCA overnight warming shelter.