

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

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Brent A. Hartzell, Director FROM: Tony Alsleben, Chief of Police
 BUREAU: Department of Finance BUREAU: Public Safety / Police

TRANSFER DETAIL

Date of Request: 13-Feb-19 Fund: General Transfer Amount: \$196,162.69

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	FROM (DEBIT)		CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
		ORIGINAL APPROPRIATION (\$)			
000-04-0802-0001-07 (Extra Duty Pay)	196,162.69	601,028.00		265,121.84	68,959.15
TO (CREDIT)					
000-04-0802-0001-03 (Holiday Pay)	142,136.60	676,731.00		(142,136.60)	-
000-04-0802-0001-06 (Premium Pay)	51,382.39	1,814,345.13		(51,382.39)	-
000-04-0802-0004-02 (Permanent Wages)	814.81	327,268.00		(814.81)	-
<i>(SEE NEXT PAGE) 2</i>					

Reason Transfer is Required:
 Negative Balance Transfer - re-allocation of funds

Page 1 of 2

Reason Funds are Available for Transfer:
 Negative Balance Transfer - re-allocation of funds

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

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

Department Head: *[Signature]* Date: 2-15-19
 Director of Finance: *Brent Hartzell* Date: 2/15/2019
 Mayor or Managing Director (if amount is greater than \$5,000): *[Signature]* Date: 2/19/2019
 City Controller (if amount is greater than \$5,000): *[Signature]* Date: 2-19-19
 Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04: Date:

CITY COUNCIL

Roger MacLean, President:	<i>[Signature]</i> [X] Approved [] Disapproved	Date: 6/6/19
Julio Gurdy, Vice President:	<i>[Signature]</i> [X] Approved [] Disapproved	Date: 5/1/2019
Daryl Hendricks, Councilperson:	<i>[Signature]</i> [X] Approved [] Disapproved	Date: 29-MAY-19
Candida Affa, Councilperson:	[] Approved [] Disapproved	Date:
Courtney Robinson, Councilperson:	[] Approved [] Disapproved	Date:
Ed Zucal, Councilperson:	[] Approved [] Disapproved	Date:
Cynthia Mota, Councilperson:	<i>[Signature]</i> [X] Approved [] Disapproved	Date: 5/1/2019

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CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Brent A. Hartzell, Director FROM: Tony Alsleben, Chief of Police
 BUREAU: Department of Finance BUREAU: Public Safety / Police

TRANSFER DETAIL

Date of Request: 13-Feb-19 Fund: General *2018* Transfer Amount: \$196,162.69

FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-04-0802-0001-07 (Extra Duty Pay) <i>SAME AS PAGE 1</i>	196,162.69	604,028.00	265,121.84	68,959.15

TO (CREDIT)

000-04-0802-0004-03 (Holiday Pay)	809.67	12,110.00	(809.67)	-
000-04-0802-0004-06 (Premium Pay)	769.22	14,250.00	(769.22)	-
000-04-0802-0004-09 (Uniform Allowance)	250.00	1,500.00	(250.00)	-

Reason Transfer is Required:
 Negative Balance Transfer - re-allocation of funds

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Reason Funds are Available for Transfer:
 Negative Balance Transfer - re-allocation of funds

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

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

Department Head: *Brent Hartzell* Date: *2-15-19*
 Director of Finance: *Brent Hartzell* Date: *2/15/2019*
 Mayor or Managing Director (if amount is greater than \$5,000): *Bo' ann* Date: *2/14/2019*
 City Controller (if amount is greater than \$5,000): *Bo' ann* Date: *2-19-19*
 Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04: _____ Date: _____

CITY COUNCIL

Roger MacLean, President:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Julio Guridy, Vice President:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Daryl Hendricks, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Candida Affa, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Courtney Robinson, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Ed Zucal, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Cynthia Mota, Councilperson <i>Got 7/20</i>	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: <i>5/28/19</i>



Jeffrey Glazier
City Controller
Controller's Office
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Allentown, PA 18101-1699
Office: (610) 437-7527
FAX: (610) 439-5935
Jeff.Glazier@allentownpa.gov

18 February 2019

Re: Reason for transfer from Police Extra Duty (07) to Police holiday pay (03) & premium pay (06)

The department budgeted holiday pay before the new CBA was implemented and consequently the budget could not account for the additional costs.

Premium pay was (further) impacted by the car bomb and major building fire at the end of the year.

Funds are available for this transfer because the demand for Police Extra Duty was less than the amount budgeted.

If there are any questions, please feel free to call.

Jeff 