



CITY OF ALLENTOWN

29884

RESOLUTION

R94 – 2019

Introduced by the Administration on November 6, 2019

Approval of Transfers: \$200,000 in Parks and Recreation to Funds Will Complete The Remainder of Work That Needs to be Completed at Mack Pool. These funds would fund sandblasting and painting of the middle and small pools; \$100,000 in Public Works – Stormwater for additional lining is needed to fix a segment of leaking storm water pipe that contributed to the large sinkhole at Canal Park, \$68,000 in the Parks and Recreation (Golf Course) to Needed To Make Continuing Improvements to the Golf Course's Irrigation System To Purchase Chemicals to help prepare the course for the winter months; and \$68,000 in the Parks and Recreation (Golf Course) \$4,000 to Needed To Make Continuing Improvements to the Golf Course's Irrigation System To Purchase Chemicals to help prepare the course for the winter months and \$24,000 Needed to Purchase Another Automatic Ball Dispenser, Range Cart and a Ball Washer \$22,303.45 in Risk for the Annual Workers Compensation Handling Charge Was Changed from a Calendar year to August – July; and \$15,000 in IT – IT Needed to Spend the Appropriated Funds on Acquiring Another Software Product for Granicus.

Resolved by the Council of the City of Allentown, That

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

- Transfer \$200,000 from Account 000-08-0906-0001-04 (Temp Wages) to 000-08-0906-0001-46 (Other Contract Services) in Parks and Recreation these to Funds Will Complete the Remainder of Work That Needs to be Completed at Mack Pool. These funds would fund sandblasting and painting of the middle and small pools.
- Transfer \$100,000 in Public Works – Stormwater from Accounts 086-03-0815-0001-04 (Temp), 086-03-0815-0001-54 (Repair), 086-03-0815-0001-64 (Pipes), 086-03-0815-0001-68 (Operations), and 086-03-0815-0001-90 (Refund) to 086-03-0815-0001-76 (Construction Contracts) for additional lining is needed to fix a segment of leaking storm water pipe that contributed to the large sinkhole at Canal Park.
- Transfer \$68,000 from Account 000-08-0906-0001-04 (Temp Wages) to 000-08-0906-0001-46 (Other Contract Services) in the Parks and Recreation (Golf Course) to Needed To Make Continuing Improvements to the Golf Course's Irrigation System To Purchase Chemicals to help prepare the course for the winter months.
- Transfer \$68,000 in the Parks and Recreation (Golf Course) 091-08-9001-0001-02 (Permanent Wages), 091-08-9001-0001-30 (Rentals), 091-08-90001-0004-04 (Temp Wages), 091-08-9001-0004-70 (Pro Shop Inventory) to 091-08-9001-0001-72 (Equipment) and 091-08-9001-0001-66 (Equipment) and 091-08-9001-0002-66 (Chemicals) \$4,000 to Needed To Make Continuing Improvements to the Golf Course's Irrigation System To Purchase Chemicals to help prepare the course for the winter months and \$24,000 Needed to Purchase Another Automatic Ball Dispenser, Range Cart and a Ball Washer.

- Transfer \$22,303.45 in Risk from Account 081-02-8001-0002-80 (Self-Insured Losses) to 081-02-8001-0002-46 (Other Contract Services) for the Annual Workers Compensation Handling Charge Was Changed from a Calendar year to August – July.
- Transfer \$15,000 in IT from 000-07-0604-0001-46 (Other Contract Services) to 000-07-0604-0001-68 for IT Needed to Spend the Appropriated Funds On Acquiring Another Software Product for Granicus.

NOW, THEREFORE, BE IT RESOLVED that City Council hereby approves the transfers.

	Yea	Nay
Candida Affa	X	
Julio A. Guridy	X	
Daryl Hendricks	X	
Cynthia Mota		
Courtney Robinson	X	
Ed Zucal	X	
Roger MacLean, Pres.		X
TOTAL	5	1

THIS IS TO CERTIFY, That the above copy of Resolution No. 29884 was adopted by the City Council of Allentown on the 6th day of November, 2019, and is on file in the City Clerk's Office.


 City Clerk

RECEIVED**OCT 10 2019**

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

FINANCE DIRECTOR'S OFFICE**CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM**

TO:	Brent A. Hartzell, Director	FROM:	Karen El-Chaar
BUREAU:	Department of Finance	BUREAU:	Parks and Recreation

TRANSFER DETAIL

Date of Request:	10-Oct-19	Fund: General	Transfer Amount:	\$200,000.00
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-08-0906-0001-04	200,000.00	618,102.53	294,773.98	94,773.98
Temp Wages				-
				-
				-
				-
				-
				-

TO (CREDIT)

000-08-0906-0001-46	200,000.00	2,500.00	100.00	200,100.00
Other Contract Services				-
				-
				-
				-
				-
				-

Reason Transfer is Required:

These funds will complete the remainder of the work that needs to be completed at Mack Pool. These funds would fund sandblasting and painting of the middle and small pools. It would also repair all of the concrete decking and entrance way to Mack Pool. Water has penetrated the concrete and has now caused cracking and lifting in various areas. If these repairs are not made it will undo all of the work that has been completed up until this point at Mack.

Reason Funds are Available for Transfer:

The Aquatics Director was not hired until the summer. No programming was done in the beginning of the year causing a surplus in temp wages.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

	Amount not more than \$5,000.00	
X	Amount is greater than \$5,000.00	
Department Head:	Karen M. El-Chaar	Date: 10/10/2019
Director of Finance:	Brent Hartzell	Date: 10/21/2019
City Controller (if amount is greater than \$5,000):		Date: 10-21-19
Mayor or Managing Director (if amount is greater than \$5,000):		Date: 10/24/19
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:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:

expstat.rpt
10/21/2019 2:01PM
Periods: 1 through 12

Expenditure Status Report

Page: 1

CITY OF ALLENTOWN
1/1/2019 through 12/31/2019

000 GENERAL

08 PARKS AND RECREATION

0906 SWIMMING POOLS

<u>Account Number</u>	<u>Adjusted Appropriation</u>	<u>Expenditures</u>	<u>Year-to-date Expenditures</u>	<u>Year-to-date Encumbrances</u>	<u>Balance</u>	<u>Prct Used</u>
0001 AQUATICS						
0001-04 TEMPORARY WAGES	618,102.53	323,328.55	323,328.55	0.00	294,773.98	52.31
0001-06 PREMIUM PAY	2,500.00	1,386.40	1,386.40	0.00	1,113.60	55.46
0001-12 FICA	47,670.21	24,646.81	24,646.81	0.00	23,023.40	51.70
0001-26 PRINTING	2,000.00	0.00	0.00	0.00	2,000.00	0.00
0001-34 TRAINING & PROF. DEVELOP	3,500.00	1,932.00	1,932.00	0.00	1,568.00	55.20
0001-46 OTHER CONTRACT SERVICES	2,500.00	400.00	400.00	2,000.00	100.00	96.00
0001-56 UNIFORMS	1,500.00	1,345.40	1,345.40	5.50	149.10	90.06
0001-68 OPERATING MATERIALS & SUPP	26,700.00	17,626.66	17,626.66	4,699.66	4,373.68	83.62
Total GENERAL	704,472.74	370,665.82	370,665.82	6,705.16	327,101.76	53.57
Grand Total	704,472.74	370,665.82	370,665.82	6,705.16	327,101.76	53.57

Page: 1

RECEIVED**OCT 03 2019**

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

FINANCE DIRECTOR'S OFFICE**CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM**

TO: Brent A. Hartzell, Director

FROM: Mark Shahda

BUREAU: Department of Finance

BUREAU: Public Works - Stormwater

TRANSFER DETAIL

Date of Request: 2-Oct-19 Fund: Stormwater Transfer Amount: 100,000.00

FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
086-03-0815-0001-04(Temp)	10,000.00	30,000.00	10,318.50	318.50
086-03-0815-0001-54(repair)	10,000.00	77,250.00	29,336.54	19,336.54
086-03-0815-0001-64(pipes)	10,000.00	88,000.00	36,223.87	26,223.87
086-03-0815-0001-68(opert.)	20,000.00	61,780.00	42,826.67	22,826.67
086-03-0815-0001-90(refund)	50,000.00	221,436.00	218,930.47	168,930.47
				-
				-
				-

TO (CREDIT)

086-03-0815-0001-76	100,000.00	300,000.00	568.74	100,568.74
Construction Contracts				-
				-
				-
				-
				-
				-

Reason Transfer is Required:

Additional lining is needed to fix a segment of leaking storm water pipe that contributed to the large sinkhole at Canal Park. Once Able Recon has completed the necessary lining of the 36-inch stormwater pipe, Mobile Dredging will be installing infiltration sleeves on the lined section of pipe.

Reason Funds are Available for Transfer:

(04): Summer laborers have already completed their work for the year

(54) (64) (68): due to set purchasing deadlines, we feel there will still be able funds left in accounts for needed purchases through years end

(90): based on account balance, there will be ample funds left based on account trend

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

	Amount not more than \$5,000.00	
X	Amount is greater than \$5,000.00	
Department Head:	<i>[Signature]</i>	Date: 10/2/19
Director of Finance:	<i>[Signature]</i>	Date: 10/3/2019
City Controller (if amount is greater than \$5,000):	<i>[Signature]</i>	Date: 10-14-19
Mayor or Managing Director (if amount is greater than \$5,000):	<i>[Signature]</i>	Date: 10/18/19
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	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:

RECEIVED**OCT 14 2019**

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

FINANCE DIRECTOR'S OFFICE**CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM**

TO: Brent A. Hartzell, Director	FROM: Karen El-Chaar
BUREAU: Department of Finance	BUREAU: Golf Course

TRANSFER DETAIL

Date of Request: 11-Oct-19	Fund: Golf Course	Transfer Amount: \$68,000.00
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FROM (DEBIT)				
ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
091-08-9001-0001-02 Permanent Wages	40,000.00	170,160.00	68,531.77	28,531.77
091-08-9001-0001-30 Rentals	4,000.00	121,700.00	5,326.88	1,326.88
091-08-9001-0004-04 Temp Wages	20,000.00	123,791.52	30,479.67	10,479.67
091-08-9001-0004-70 Pro Shop Inventory	4,000.00			(4,000.00)
				-

TO (CREDIT)				
091-08-9001-0001-72 Equipment	64,000.00	16,000.00	15.70	64,015.70
091-08-9001-0001-66 Chemicals	4,000.00	85,000.00	-	4,000.00
				-
				-
				-

Reason Transfer is Required:

\$40,000 is needed to make continuing improvements to the Golf Course's irrigation system. \$4,000 is needed to purchase chemicals to help prepare the course for the winter months. The additional \$24,000 is needed to purchase another automatic ball dispenser, range cart and a ball washer.

Reason Funds are Available for Transfer:

The Greenskeeper position has been vacant for the majority of the year. Rental costs were lower than anticipated. Temp wages were lower due to the success of the automatic ball dispenser. Pro Shop inventory costs were lower than anticipated.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

	Amount not more than \$5,000.00	
X	Amount is greater than \$5,000.00	
Department Head:	<i>Karen M. El-Chaar</i>	Date: 10/11/19
Director of Finance:	<i>Brent Hartzell</i>	Date: 10/15/2019
City Controller (if amount is greater than \$5,000):	<i>[Signature]</i>	Date: 10-30-19
Mayor or Managing Director (if amount is greater than \$5,000):	<i>[Signature]</i>	Date: 10/30/19
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	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:

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

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO:	Brent A. Hartzell, Director	FROM:	Karen El-Chaar
BUREAU:	Department of Finance	BUREAU:	Golf Course

TRANSFER DETAIL

Date of Request:	11-Oct-19	Fund:	Golf Course	Transfer Amount:	\$68,000.00
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
091-08-9001-0001-02	40,000.00	170,160.00	68,531.77	28,531.77
Permanent Wages				-
091-08-9001-0001-30	4,000.00	121,700.00	5,326.88	1,326.88
Rentals				-
091-08-9001-0004-04	20,000.00	123,791.52	30,479.67	10,479.67
Temp Wages				-
091-08-9001-0004-70	4,000.00	50,000.00	6,266.72	2,266.72
Pro Shop Inventory				-

TO (CREDIT)

091-08-9001-0001-72	64,000.00	16,000.00	754.70	64,754.70
Equipment				-
091-08-9001-0001-66	4,000.00	85,000.00	-	4,000.00
Chemicals				-
				-
				-
				-

Reason Transfer is Required:

\$40,000 is needed to make continuing improvements to the Golf Course's irrigation system. \$4,000 is needed to purchase chemicals to help prepare the course for the winter months. The additional \$24,000 is needed to purchase another automatic ball dispenser, range cart and a ball washer.

Reason Funds are Available for Transfer:

The Greenskeeper position has been vacant for the majority of the year. Rental costs were lower than anticipated. Temp wages were lower due to the success of the automatic ball dispenser. Pro Shop inventory costs were lower than anticipated.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

	Amount not more than \$5,000.00	
X	Amount is greater than \$5,000.00	
Department Head:	<i>Karen M. El-Chaar</i>	Date: 10/18/2019
Director of Finance:	<i>Brent Hartzell</i>	Date: 10/21/2019
City Controller (if amount is greater than \$5,000):	<i>[Signature]</i>	Date: 10-21-19
Mayor or Managing Director (if amount is greater than \$5,000):	<i>[Signature]</i>	Date: 10/24/19
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	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:

Expenditure Status Report

CITY OF ALLENTOWN
1/1/2019 through 12/31/2019

091 GOLF COURSE

08 PARKS AND RECREATION
9001 MUNICIPAL GOLF COURSE

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
0001 GROUNDS MAINTENANCE						
0001-02 PERMANENT WAGES	170,160.00	101,628.23	101,628.23	0.00	68,531.77	59.73
0001-04 TEMPORARY WAGES	99,000.00	85,572.43	85,572.43	0.00	13,427.57	86.44
0001-06 PREMIUM PAY	16,000.00	11,806.02	11,806.02	0.00	4,193.98	73.79
0001-08 LONGEVITY	536.00	207.98	207.98	0.00	328.02	38.80
0001-11 SHIFT DIFFERENTIAL	200.00	43.20	43.20	0.00	156.80	21.60
0001-12 FICA	21,871.04	15,173.46	15,173.46	0.00	6,697.58	69.38
0001-14 PENSION	25,959.15	19,467.00	19,467.00	0.00	6,492.15	74.99
0001-16 INSURANCE - EMPLOYEE GRP	81,565.25	61,173.00	61,173.00	0.00	20,392.25	75.00
0001-20 ELECTRIC POWER	13,500.00	11,489.44	11,489.44	0.00	2,010.56	85.11
0001-22 TELEPHONE	1,000.00	753.73	753.73	121.27	125.00	87.50
0001-30 RENTALS	121,700.00	114,763.92	114,763.92	1,609.20	5,326.88	95.62
0001-32 PUBLICATIONS & MEMBERSHIP	755.00	755.00	755.00	0.00	0.00	100.00
0001-34 TRAINING & PROF. DEVELOP	615.00	615.00	615.00	0.00	0.00	100.00
0001-42 REPAIRS & MAINTENANCE	4,500.00	301.94	301.94	1,320.00	2,878.06	36.04
0001-46 OTHER CONTRACT SERVICES	2,050.00	950.00	950.00	1,100.00	0.00	100.00
0001-50 OTHER SERVICES & CHARGES	700.00	141.25	141.25	0.00	558.75	20.18
0001-54 REPAIR & MAINT SUPPLIES	17,000.00	10,816.43	10,816.43	5,383.22	800.35	95.29
0001-56 UNIFORMS	545.00	0.00	0.00	544.78	0.22	99.96
0001-62 FUELS, OILS & LUBRICANTS	16,700.00	8,435.26	8,435.26	1,902.74	6,362.00	61.90
0001-64 PIPE & FITTINGS	5,000.00	1,442.73	1,442.73	3,569.95	-12.68	100.25
0001-66 CHEMICALS	85,000.00	81,342.75	81,342.75	3,657.25	0.00	100.00
0001-68 OPERATING MATERIALS & SUPP	23,935.00	19,992.47	19,992.47	3,551.56	390.97	98.37
0001-72 EQUIPMENT	16,000.00	15,245.30	15,245.30	0.00	754.70	95.28
0001-86 GENERAL CITY CHARGES	327,232.00	245,421.00	245,421.00	0.00	81,811.00	75.00
Total GROUNDS MAINTENANCE	1,051,523.44	807,537.54	807,537.54	22,759.97	221,225.93	78.96
0004 ADMINISTRATION						
0004-02 PERMANENT WAGES	89,446.50	68,074.36	68,074.36	0.00	21,372.14	76.11

Expenditure Status Report

CITY OF ALLENTOWN
 1/1/2019 through 12/31/2019

091 GOLF COURSE

08 PARKS AND RECREATION
 9001 MUNICIPAL GOLF COURSE

<i>Account Number</i>	<i>Adjusted Appropriation</i>	<i>Expenditures</i>	<i>Year-to-date Expenditures</i>	<i>Year-to-date Encumbrances</i>	<i>Balance</i>	<i>Prct Used</i>
0004-04 TEMPORARY WAGES	123,791.52	93,311.85	93,311.85	0.00	30,479.67	75.38
0004-06 PREMIUM PAY	2,558.48	2,058.48	2,058.48	0.00	500.00	80.46
0004-08 LONGEVITY	1,282.00	970.91	970.91	0.00	311.09	75.73
0004-12 FICA	16,656.23	12,376.05	12,376.05	0.00	4,280.18	74.30
0004-14 PENSION	7,987.43	5,994.00	5,994.00	0.00	1,993.43	75.04
0004-16 INSURANCE - EMPLOYEE GRP	25,097.00	18,819.00	18,819.00	0.00	6,278.00	74.99
0004-22 TELEPHONE	2,000.00	811.87	811.87	1,088.13	100.00	95.00
0004-26 PRINTING	1,745.00	1,528.25	1,528.25	198.28	18.47	98.94
0004-32 PUBLICATIONS & MEMBERSHIP	1,370.00	711.60	711.60	0.00	658.40	51.94
0004-42 REPAIRS & MAINTENANCE	2,300.00	982.62	982.62	734.40	582.98	74.65
0004-46 OTHER CONTRACT SERVICES	4,250.00	2,877.64	2,877.64	0.00	1,372.36	67.71
0004-50 OTHER SERVICES & CHARGES	38,992.00	33,906.40	33,906.40	1,500.20	3,585.40	90.80
0004-54 REPAIR & MAINT SUPPLIES	805.00	54.16	54.16	0.00	750.84	6.73
0004-68 OPERATING MATERIALS & SUPP	3,800.00	3,565.98	3,565.98	0.00	234.02	93.84
0004-70 PRO SHOP INVENTORY	50,000.00	38,266.50	38,266.50	5,466.78	6,266.72	87.47
Total ADMINISTRATION	372,081.16	284,309.67	284,309.67	8,987.79	78,783.70	78.83
0005 CAPITAL IMPROVEMENTS						
Total CAPITAL IMPROVEMENTS	0.00	0.00	0.00	0.00	0.00	0.00
Total GOLF COURSE	1,423,604.60	1,091,847.21	1,091,847.21	31,747.76	300,009.63	78.93
Grand Total	1,423,604.60	1,091,847.21	1,091,847.21	31,747.76	300,009.63	78.93

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

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Brent A. Hartzell, Director	FROM: Audrey Danek
BUREAU: Department of Finance	BUREAU: Risk

TRANSFER DETAIL

Date of Request: 25-Sep-19	Fund: Risk	Transfer Amount: \$22,303.45
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
081-02-8001-0002-80	\$22,303.45	\$800,000	\$710,608.89	688,305.44
Self-Insured Losses				-
				-
				-
				-
				-
				-
				-

TO (CREDIT)

081-02-8001-0002-46	\$22,303.45	\$38,610	\$15,181.55	37,485.00
Other Contract Services			-	-
				-
				-
				-
				-
				-
				-

Reason Transfer is Required:

The annual workers comp handling charge was changed from a calendar year to August-July. A payment was made from this account for January-August. This transfer will allow us to make the payment for August 2019-July 2020.

Reason Funds are Available for Transfer:

Workers compensaion losses will be less than anticipated

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:	Date:
Director of Finance: <i>Brent Hartzell</i>	Date: 9/30/2019
Mayor or Managing Director (if amount is greater than \$5,000): <i>Bo' ann</i>	Date: 10/18/19
City Controller (if amount is greater than \$5,000): <i>[Signature]</i>	Date: 10-16-19
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	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:

RECEIVED

SEP 19 2019

Posting Year:

Posting Date:

Posting #

Doc #

" Period:

Ref #

Initials:

FINANCE DIRECTOR'S OFFICE

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Brent A. Hartzell, Director

FROM:

Matthew Leibert

BUREAU: Department of Finance

BUREAU:

IT

TRANSFER DETAIL

Date of Request: 9.18.19

Fund: General

Transfer Amount:

\$15,000.00

FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-07-0604-0001-46 Other Contract Services	\$15,000	1,508,650.00	847,506.00	832,506.00

TO (CREDIT)

000-07-0604-0001-68	15,000.00	52,000.00	22,163.00	37,163.00
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Reason Transfer is Required:

Earlier in the year, IT needed to spend the appropriated funds on acquiring another software product. - for Chronos

Reason Funds are Available for Transfer:

Funds are available in 46 account due to deferred spending on IT staff augmentation.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

Amount not more than \$5,000.00

X

Amount is greater than \$5,000.00

Department Head:

Director of Finance:

City Controller (if amount is greater than \$5,000):

Mayor or Managing Director (if amount is greater than \$5,000):

Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:

Date:

Date:

Date:

Date:

Date:

CITY COUNCIL

Roger MacLean, President:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
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Cynthia Mota, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: