

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

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO:	Jessica Baraket, Interim Director	FROM:	Audrey Danek
BUREAU:	Department of Finance	BUREAU:	Risk Management

TRANSFER DETAIL

Date of Request:	10-Aug-20	Fund:	Risk	Transfer Amount:	\$84,000.00
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
081-02-8001-0002-80 WC Self-insured losses	\$84,000.00	600,000.00	\$398,918.00	314,918.00
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				-
				-
				-
				-
				-
				-
				-
				-

TO (CREDIT)

081-02-8001-0001-36 Ins.- Prop & Casualty	\$84,000.00	\$480,000.00	\$10,253.00	94,253.00
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				-
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Reason Transfer is Required:

There were not enough funds available in the correct account to pay our Inland Marine and Commercial Auto annual insurance premiums. The inland marine premium is \$37,802 annually. The Commercial Auto premium is \$56,000 annually. Some insurance premiums, such as Law Enforcement Liability, were higher than anticipated and not enough funds were budgeted for them. This transfer would allow a journal entry to be done so funds are expensed from the correct account.

Reason Funds are Available for Transfer:

Workers comp costs are expected to be less than anticipated

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

	Amount not more than \$5,000.00
X	Amount is greater than \$5,000.00
Department Head:	Date:
Director of Finance:	Date: 8/24/2020
City Controller (if amount is greater than \$5,000):	Date: 8-24-20
Mayor or Managing Director (if amount is greater than \$5,000):	Date: 8/26/20
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:	Date:

CITY COUNCIL

Daryl Hendricks, President:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Julio Guridy, Vice President:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Ce-Ce Gerlach, Councilperson:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Candida Affa, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Joshua Siegel, 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:

Periods: 1 through 12

CITY OF ALLENTOWN
1/1/2020 through 12/31/2020

081 RISK MANAGEMENT									
02 FINANCE									
8001 RISK MANAGEMENT									
Account Number		Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Pct Used		
Total PROPERTY & CASUALTY		3,804,633.00	1,429,413.74	1,325,935.74	140,548.41	2,338,148.85	38.54		
0002 WORKERS COMPENSATION									
0002-32 PUBLICATIONS & MEMBERSHIP		3,000.00	422.00	422.00	0.00	2,578.00	14.07		
0002-34 TRAINING & PROF. DEVELOP		10,000.00	1,550.00	1,550.00	0.00	8,450.00	15.50		
0002-36 INS - PROPERTY & CASUALTY		136,458.00	1,543.00	1,543.00	0.00	134,915.00	1.13		
0002-38 INS - OTHER EMPLOYEE		25,000.00	630.00	630.00	0.00	24,370.00	2.52		
0002-46 OTHER CONTRACT SERVICES		60,860.00	0.00	0.00	0.00	60,860.00	0.00		
0002-80 SELF-INSURED LOSSES		600,000.00	407,893.45	201,082.45	0.00	398,917.55	33.51		
0002-86 GENERAL CITY CHARGES		60,868.00	35,504.00	35,504.00	0.00	25,364.00	58.33		
Total WORKERS COMPENSATION		896,186.00	447,542.45	240,731.45	0.00	655,454.55	26.86		
0003 EMPLOYEE HEALTH BENEFITS									
0003-37 INS - DENTAL, LIFE, DRUG		21,502,310.00	12,680,891.59	12,534,355.50	6,374.38	8,961,580.12	58.32		
Total EMPLOYEE HEALTH BENEFITS		21,502,310.00	12,680,891.59	12,534,355.50	6,374.38	8,961,580.12	58.32		
Total RISK MANAGEMENT		26,203,129.00	14,567,847.78	14,101,022.69	146,922.79	11,955,183.52	54.37		
Grand Total		26,203,129.00	14,567,847.78	14,101,022.69	146,922.79	11,955,183.52	54.37		

Expenditure Status Report
CITY OF ALLENTOWN
1/1/2020 through 12/31/2020

081 RISK MANAGEMENT
02 FINANCE
8001 RISK MANAGEMENT

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Pct Used
0001 PROPERTY & CASUALTY						
0001-02 PERMANENT WAGES	212,004.00	128,191.60	128,191.60	0.00	83,812.40	60.47
0001-04 TEMPORARY WAGES	15,800.00	0.00	0.00	0.00	15,800.00	0.00
0001-06 PREMIUM PAY	1,425.00	0.00	0.00	0.00	1,425.00	0.00
0001-11 SHIFT DIFFERENTIAL	250.00	0.00	0.00	0.00	250.00	0.00
0001-12 FICA	17,561.00	9,501.79	9,501.79	0.00	8,059.21	54.11
0001-14 PENSION	27,627.00	16,114.00	16,114.00	0.00	11,513.00	58.33
0001-15 Employee - Health Insurance Opt Out	1,500.00	906.89	906.89	0.00	593.11	60.46
0001-16 INSURANCE - EMPLOYEE GRP	89,968.00	52,479.00	52,479.00	0.00	37,489.00	58.33
0001-26 PRINTING	500.00	0.00	0.00	0.00	500.00	0.00
0001-28 MILEAGE REIMBURSEMENT	500.00	58.29	58.29	0.00	441.71	11.66
0001-30 RENTALS	1,200.00	0.00	0.00	0.00	1,200.00	0.00
0001-32 PUBLICATIONS & MEMBERSHIP	500.00	86.60	86.60	0.00	413.40	17.32
0001-34 TRAINING & PROF. DEVELOP	5,400.00	1,291.95	1,291.95	0.00	4,108.05	23.93
0001-36 INS - PROPERTY & CASUALTY	480,000.00	469,747.00	469,747.00	0.00	10,253.00	97.86
0001-44 LEGAL SERVICES	1,000,000.00	293,423.84	293,423.84	0.00	706,576.16	29.34
0001-46 OTHER CONTRACT SERVICES	220,150.00	43,825.66	43,825.66	4,024.30	172,300.04	21.74
0001-50 OTHER SERVICES & CHARGES	21,000.00	3,751.00	3,751.00	6,249.00	11,000.00	47.62
0001-54 REPAIR & MAINT SUPPLIES	97.44	97.44	97.44	0.00	0.00	100.00
0001-56 UNIFORMS	5,000.00	0.00	0.00	4,255.24	744.76	85.10
0001-58 OFFICE SUPPLIES	500.00	0.00	0.00	0.00	500.00	0.00
0001-68 OPERATING MATERIALS & SUPP	81,790.00	65,683.37	65,683.37	0.00	16,106.63	80.31
0001-72 EQUIPMENT	8,310.00	209.47	209.47	8,090.00	10.53	99.87
0001-80 SELF-INSURED LOSSES	128,590.00	62,253.22	62,253.22	62,946.01	3,390.77	97.36
0001-81 PROPERTY LOSSES	124,092.56	2,890.39	2,890.39	20,305.36	100,896.81	18.69
0001-85 AUTO LOSSES	300,000.00	188,398.23	84,920.23	34,678.50	180,401.27	39.87
0001-86 GENERAL CITY CHARGES	60,868.00	35,504.00	35,504.00	0.00	25,364.00	58.33
0001-87 PROFESSIONAL LOSSES	1,000,000.00	55,000.00	55,000.00	0.00	945,000.00	5.50