



CITY OF ALLENTOWN

**30162**

**RESOLUTION**

**R31 – 2021**

*Introduced by the Administration on March 3, 2021*

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**Transfer Approvals: \$26,984.91 in Lights in the Parkway to Correct Year End Negative Balances; \$21,937.30 in Recreation to Move Funds to the Proper Expenditure Account; \$14,360 in Accounting & Financial Management to Accommodate CAFR requirement for GASB and OPEB Reports; \$9,000 in Accounting & Financial Management to Accommodate for Processing of Bank Fees for the Paying Agent for Servicing The Sinking Funds and AO Note.**

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***Resolved by the Council of the City of Allentown, That***

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

**Transfers:**

- **\$26,984.91 in Lights in the Parkway to Correct Year End Negative Balances. Due to Covid-19 Pandemic most of the scheduled Special Events were canceled or rescheduled for 2021 from Account #000-09-0901-0005-04 (Temporary Wages), Account #000-09-0901-0004-26 (Printing), 000-09-0901-0004-50 (Other Services & Charges) to Account #000-09-0901-0005-06 (Premium Pay), Account #000-09-0901-0005-60 (Other Services & Charges).**
- **\$21,937.30 in Recreation to Move Funds in the proper expenditure account from Account #000-08-0906-0001-68 (Operating Materials & Supplies), Account #000-08-0906-0001-72 (Equipment).**
- **\$14,360 in Accounting & Financial Management to Accommodate CAFR requirement for GASB and OPEB Reports from Account #000-01-0609-0001-78 (Contingency) to Account #000-02-0602-0004-46 (Other Contract Services).**
- **\$9,000 in Accounting & Financial Management to Accommodate for Processing of Bank Fees for the Paying Agent for Servicing the Sinking Funds and AO Note from Account #000-01-0501-0001-44 (Legal Services) to Account #000-01-0609-0001-46 (Other Contract Services).**

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

	Yea	Nay
Candida Affa	X	
Ce-Ce Gerlach	X	
Daryl Hendricks	X	
Cynthia Mota	X	
Joshua Siegel	X	
Ed Zucal	X	
Julio A. Guridy, President	X	
TOTAL	7	0

***THIS IS TO CERTIFY, That the above copy of Resolution No. 30162 was adopted by the City Council of Allentown on the 17<sup>th</sup> day of March, 2021, and is on file in the City Clerk's Office.***

  
 City Clerk

**RECEIVED****FEB 03 2021**

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

FINANCE DIRECTOR'S OFFICE

**CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM**

TO: Jessica Baraket, Interim Director	FROM: Leonard Lightner
BUREAU: Department of Finance	BUREAU: Lights in the Parkway

**TRANSFER DETAIL**

Date of Request: 01.19.21	Fund: General 2020	Transfer Amount: \$26,984.91
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**FROM (DEBIT)**

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-09-0901-0005-04 Temporary Wages	\$5,739.02	6,000.00	\$6,000.00	260.98
				-
				-
000-09-0901-0004-26 Printing	18,000.00	18,000.00	18,000.00	-
				-
				-
000-09-0901-0004-50 Other Services & Charges	3,245.89	10,000.00	8,660.00	5,414.11
				-
				-
				-

**TO (CREDIT)**

000-09--0901-0005-06 Premium Pay	\$5,739.02	\$16,578.00	(\$5,739.02)	-
				-
				-
000-09-0901-0005-50 Other Services & Charges	21,245.89	39,000.00	(21,245.89)	-
				-
				-
				-

**Reason Transfer is Required:**

Correct year end negative balances

**Reason Funds are Available for Transfer:**

Due to the Covid-19 Pandemic most of the scheduled Special Events were canceled or rescheduled for 2021. Therefore, leaving unexpended funds. Temporary wages for Lights in the Parkway were taken elsewhere. Intern who worked Lights in the Parkway was paid from the CED Director's Program rather than the Lights in the Parkway Program.

**TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS**

Amount not more than \$5,000.00	
Amount is greater than \$5,000.00	
Department Head:	Date: 2/3/2021
Director of Finance:	Date: 2/3/21
City Controller (if amount is greater than \$5,000):	Date: 2-8-21
Mayor or Managing Director (if amount is greater than \$5,000):	Date: 2/8/21
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:

# RECEIVED

FEB 05 2021

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

TO: Jessica Baraket, Interim Director	FROM: Karen El-Chaar
BUREAU: Department of Finance	BUREAU: Recreation

### TRANSFER DETAIL

Date of Request: 4-Jan-21	Fund: General - 2020	Transfer Amount: \$21,937.30
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### FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-08-0906-0001-68 Operating Materials & Supp	\$21,937.30	33,875.00	\$25,892.76	3,955.46
				-
				-
				-
				-
				-
				-
				-
				-
				-

### TO (CREDIT)

000-08-0906-0001-72 Equipment	\$21,937.30	\$9,200.00	\$302.17	22,239.47
				-
				-
				-
				-
				-
				-

### Reason Transfer is Required:

Move funds to the proper expenditure account.

### Reason Funds are Available for Transfer:

Funds were appropriated to purchase equipment for the concession stands. Just needs to be moved to the proper account.

### 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: 1/4/2021
Director of Finance:	Jessica Baraket	Date: 1/4/21
City Controller (if amount is greater than \$5,000):		Date: 2-8-21
Mayor or Managing Director (if amount is greater than \$5,000):	Randy Carter	Date: 2/8/21
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:

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

### CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: <i>SETH O'NEILL</i> Jessica Barakat, Interim Director	FROM: Bina Patel
BUREAU: Department of Finance	BUREAU: Accounting & Financial Management

#### TRANSFER DETAIL

Date of Request: 18-Feb-21	Fund: General - 2020	Transfer Amount: \$16,000.00
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#### FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-01-0609-0001-78 Contingency	\$16,000.00	150,000.00	\$16,282.19	282.19
				-
				-
				-
				-
				-
				-
				-
				-
				-

#### TO (CREDIT)

000-02-0602-0004-46 Other Contract Services	\$16,000.00	\$7,750.00	\$3,640.00	19,640.00
				-
				-
				-
				-
				-
				-

#### Reason Transfer is Required:

To accommodate CAFR requirement for GASB and OPEB reports.

#### Reason Funds are Available for Transfer:

City has budgeted for contingencies for unbudgeted expenses like these in our General & Civic Contingency account.

### 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>S. O'NEILL</i>	Date: <i>2/19/2021</i>
City Controller (if amount is greater than \$5,000): <i>[Signature]</i>	Date: <i>2-18-21</i>
Mayor or Managing Director (if amount is greater than \$5,000): <i>[Signature]</i>	Date: <i>2/19/21</i>
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:

Posting Year:	Posting Date:	Posting #	Doc #
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### CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO:	Seth O'Neill, Director	FROM:	Bina Patel
BUREAU:	Department of Finance	BUREAU:	Accounting & Financial Management

#### TRANSFER DETAIL

Date of Request:	22-Feb-21	Fund: General - 2021	Transfer Amount:	\$9,000.00
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#### FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-01-0501-0001-44	\$9,000.00	267,000.00	\$267,000.00	258,000.00
Legal Services				-
				-
				-
				-
				-
				-
				-
				-
				-

#### TO (CREDIT)

000-01-0609-0001-46	\$9,000.00	\$389,000.00	\$373,678.88	382,678.88
Other Contract Services				-
				-
				-
				-
				-
				-
				-

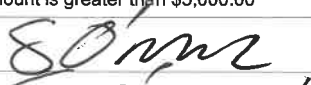
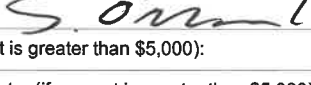
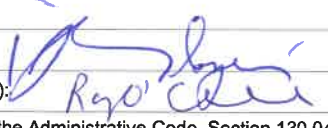
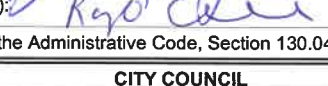
#### Reason Transfer is Required:

To accommodate for processing of bank fees for the paying agent, for servicing the sinking funds and AO Note.

#### Reason Funds are Available for Transfer:

The funds are budgeted for this expenditure under the Soclitor's budget.

#### TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

	Amount not more than \$5,000.00	
X	Amount is greater than \$5,000.00	
Department Head:		Date: 2/25/2021
Director of Finance:		Date: 2/25/2021
City Controller (if amount is greater than \$5,000):		Date: 2-26-21
Mayor or Managing Director (if amount is greater than \$5,000):		Date: 2/26/21
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:		Date:

#### CITY COUNCIL

Daryl Hendricks, Councilperson:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Julio Guridy, 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, Vice President:	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date: