



CITY OF ALLENTOWN

30177

RESOLUTION

R43 – 2021

Introduced by the Administration on April 7, 2021

Approves a \$15,000 transfer in CEDC for the branding identity project and \$21,625 in Police for CALEA Registration.

Resolved by the Council of the City of Allentown, That

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

- **\$15,000 in Business Expansion, Attraction, and Retention for the Implementation of the Funds is for Purchasing Promotional Materials To Implement the City's New Brand Identity (The full \$65,000 in the Contract/Service Fees Account is designated for the brand identity project, including the promotional materials being purchased using the Operating Materials and Supplies Account.**
- **\$21,625 in Police for Re-allocation of funds CALEA Registration was completed December 18, 2020 from Account #000-04-0802-0001-42 (Repairs & Maintenance) to Account #000-04-0802-0001-32 (Publications & Membership)**

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. 30177 was adopted by the City Council of Allentown on the 7th day of April, 2021, and is on file in the City Clerk's Office.



 City Clerk

RECEIVED

MAR 26 2021

FINANCE DIRECTOR'S OFFICE

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

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Seth O'Neill, Director	FROM: Glenn Granitz Jr.
BUREAU: Department of Finance	BUREAU: Police

TRANSFER DETAIL

Date of Request: 24-Mar-21	Fund: General	Transfer Amount: \$21,625.00
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-04-0802-0001-42 (Repairs & Maintenance)	\$21,625.00	272,478.00	\$240,081.15	218,456.15
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TO (CREDIT)

000-04-0802-0001-32 (Publications & Membership)	\$21,625.00	\$31,377.00	\$18,107.00	39,732.00
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Reason Transfer is Required:

See attached

Reason Funds are Available for Transfer:

Re-allocation of funds (see attached)

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: 3/26/2021
Director of Finance: <i>S. O'NEILL</i>	Date: 3/26/2021
City Controller (if amount is greater than \$5,000): <i>[Signature]</i>	Date: 4-1-21
Mayor or Managing Director (if amount is greater than \$5,000): <i>[Signature]</i>	Date: 4/1/21
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:	Date:

CITY COUNCIL

Julio Guriy, President:	[] Approved [] Disapproved	Date:
Cynthia Mota, Vice President	[] Approved [] Disapproved	Date:
Ce-Ce Gerlach, Councilperson	[] Approved [] Disapproved	Date:
Candida Affa, Councilperson	[] Approved [] Disapproved	Date:
Joshua Siegel, Councilperson	[] Approved [] Disapproved	Date:
Ed Zucal, Councilperson	[] Approved [] Disapproved	Date:
Daryl Hendricks, President:	[] Approved [] Disapproved	Date:

CALEA:

It was brought to my attention in November 2020 that City Council approved the Police Department to proceed with CALEA. I was unaware that the funding was appropriated in the 2020 FY since it was so late in the fiscal year.

The CALEA registration was completed December 18, 2020 and I received the invoice March 16, 2021. When I reviewed my budget, I did not see the increase in the 01-32 account for the CALEA funding. Once I looked into the location of the funding, I found out the funding was for 2020 FY and not 2021 FY. At this point the funding is no longer available to roll over into 2021.

The transferred amount requested is for the initial accreditation fee of \$ 16,125.00 plus the 2021 fee of \$ 5,500. The funds are available due to the Records Management System change over, we were able to save on our current maintenance for FileOnQ and Crime View Dashboard by only utilizing it for the first quarter of 2021.

RECEIVED

MAR 24 2021

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

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

TO: Seth O'Neill, Director	FROM: Dana Yurgosky, Business Development Liaison
BUREAU: Department of Finance	BUREAU: Business Expansion, Attraction, and Retention

TRANSFER DETAIL

Date of Request: 24-Mar-21	Fund: Contract/Service Fees	Transfer Amount: \$15,000.00
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
Contract/Service Fees 000-09-0901-0007-46	\$ 15,000.00	\$ 99,500.00	\$ 54,777.50	39,777.50
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TO (CREDIT)

Operating Materials & Supplies 000-09-0901-0007-68	\$ 15,000.00	\$ -	\$ -	\$ 15,000.00
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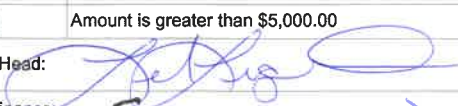


Reason Transfer is Required:

The \$65,000 currently allocated in the Contract/Service Fees account was designated for marketing projects. The implementation of the funds is for purchasing promotional materials to implement the city's new brand identity. Clarification from the Controller indicated that disposable marketing materials would need to be purchased from the "supplies" account and therefore we are transferring funds to purchase those items.

Reason Funds are Available for Transfer:

The full \$65,000 in the Contract/Service Fees account is designated for the brand identity project, including the promotional materials being purchased using the Operating Materials and Supplies account.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

<input checked="" type="checkbox"/> Amount not more than \$5,000.00	
<input type="checkbox"/> Amount is greater than \$5,000.00	
Department Head: 	Date: 3/24/2021
Director of Finance: S. O'NEILL	Date: 3/25/2021
City Controller (if amount is greater than \$5,000): 	Date: 3-25-21
Mayor or Managing Director (if amount is greater than \$5,000): 	Date: 3/26/21
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:	Date:

CITY COUNCIL

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