

CITY OF ALLENTOWN

30324 RESOLUTION R181 – 2021

Introduced by the Administration on October 20, 2021

Transfer Approvals: \$80,000 in Emergency Medical Services due to Multiple Long-Term Illnesses and Injuries Using More Premium Pay Than Forecasted; \$50,000 in Revenue and Audit for Revenue and Audit to Send Out Letters to Property Owners regarding City Real Estate Tax Over Payments; \$45,000 in Recycling & Solid Waste for Revenue and Audit to Send Out Letters to Property Owners regarding City Real Estate Tax Over Payments; \$31,500 in Streets to Purchase Salt for the Impending Winter Season; \$15,000 in Parks to Correct the Negative Balance in the Premium Pay Account to Cover Additional Overtime for the Remainder of the Year; \$10,000 in Fire Increase In The Cost of Turnout Gear and More Log Repairs.

Resolved by the Council of the City of Allentown. That

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

Transfers:

- \$80,000 in Emergency Medical Services due to Multiple Long-Term Illnesses and Injuries Using More Premium Pay Than Forecasted from Account #000-05-0605-0003-04 (Temporary Wages) to Account #000-05-0605-0003-06 (Premium Pay):
- \$50,000 in Revenue and Audit for Revenue and Audit to Send Out Letters to Property Owners regarding City Real Estate Tax Over Payments from Account #000-01-0609-0001-48 (Contingency) to Account #000-02-0602-0001-90 (Refunds):
- \$45,000 in Recycling & Solid Waste for Revenue and Audit to Send Out Letters to Property Owners regarding City Real Estate Tax Over Payments from Account #085-03-8005-0001-30 (Rentals), Account #085-03-8005-0001-50 (Other Services & Charges), Account #085-03-8005-0001-54 (Repair & Maintenance Supplies) to Account #085-03-8005-0001-90;
- \$31,500 in Streets to Purchase Salt for the Impending Winter Season from Account #000-03-0716-0001-54 (Repair & Maintenance) to Account #000-03-0716-0001-66 (Chemicals).
- \$15,000 in Parks to Correct the Negative Balance in the Premium Pay Account to Cover Additional Overtime for the Remainder of the Year from Account #000-08-0709-0001-20 (Electric Power) to Account #000-08-0709-0001-06 (Premium Pay).
- \$10,000 in Fire Increase in the Cost of Turnout Gear and More Log Repairs from Account #000-05-0803-0002-42 (Repairs & Maintenance) from Account #000-05-0803-0002-56 (Uniforms)

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

	Yea	Nay
Candida Affa		
Ce-Ce Gerlach	Х	
Daryl Hendricks	Х	
Cynthia Mota	Х	
Joshua Siegel	Х	
Ed Zucal	Х	
Julio A. Guridy, President	Х	
TOTAL	6	0

THIS IS TO CERTIFY, That the above copy of Resolution No. 30324 was adopted by the City Council of Allentown on the 20th day of October, 2021, and is on file in the City Clerk's Office.

City Clerk

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SEP 3 0 2021	Posting Year:	Posting Date:	Posting #	Doc#	
MANOR DIDECTOR	" Period:	nomes de charlestagendronnes quinquistagentante de de de des de	Ref#	Initials:	
VANCE DIRECTOR'S OFFI			-		
	CITY OF ALLENTOWN	BUDGET TRANSFER F	REQUEST FORM		
O: Seth O'Neill, D	Director	FROM:	Mehmet Barzev		
BUREAU: Department of	Finance	BUREAU:	Emergency Medical Serv	vices	
3 at 100	g magazi	RANSFER DETAIL			
ate of Request: 29-Sep-21	Fund:	Temporary Wages Gren	era Transfer Amount:	\$75,000.00	80
ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	FROM (DEBIT) ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)	
00-05-0605-03-04	\$80,000.00	\$165,000.00	\$97,333.61	17,333.61	
emporary Wages	Material Constitution of the Constitution of t				-
000-05-0605-0003-04			j	-	
		1400		-	
	Localization B			_	
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	Employee of the control of the contr			-	
	Amortina amen stammen	TO (CREDIT)	1		
00-05-0605-003-06	\$80,000.00	\$425,400.00	(\$40,390.94)	39,609.06	i
remium Pay				-	
500-05-0605-0003-06				•	
				**	
				•	
				•	
				•	
Reason Transfer is Required: but to multiple long-term illnesses and in premium pay to cover the difference. Reason Funds are Available for the are not using temporary wages as	r Transfer:	mium pay than forecast. We a	iso have a small pool of part tim	e workers and need the money	•
Amount not more Amount is greater	Name of the Association of the A	TIONS WITHIN & BETW	VEEN PROGRAMS		
Department Head/Deputy Director:	5	3	Date	1505/02/9	
irector of Finance/Deputy Director:	Cfor	yas Baral	Date	~ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \ \	
ity Controller (if amount is greater tha	n \$5,000):	Lolone	Date	10-1-21	
layor/Managing Director (if amount is	greater than \$5,000): R	so' adi	Date	10/1/21	
eferred to City Council in accordance	with the provisions of the Admini	strative Cod , Section 130.04:	Date	1.7-1	-
		CITY COUNCIL			=
ulio Guridy, President:	[]	Approved [] Disapproved	Date		_
ynthia Mota, Vice President	[1]	Approved [] Disapproved	Date		
e-Ce Gerlach, Councilperson		Approved [] Disapproved	Date	d T	
andida Affa, Councilperson		Approved [] Disapproved	Date	i i	
oshua Siegel, Councilperson	[]	Approved [] Disapproved	Date	:	
d Zucal, Councilperson	* **	Approved [] Disapproved	Date		
Daryl Hendricks, Councilperson:		Approved [] Disapproved	Date	:	

		Posting Year:	Posting Date:	Posting #	Doc#
		" Period:		Ref #	Initials:
s *				· •	1
		CITY OF ALLENTOWN	BUDGET TRANSFER F	REQUEST FORM	
TO:	Jessica Bara	aket, Interim Director	FROM:	Maria Quigney/Leonard	Lightner
BUREAU:	Department	of Finance	BUREAU:	CED	
		1	TRANSFER DETAIL		
Date of Request:	: 9-Sep-2	21 Fund:	HUD Funds	Transfer Amount:	\$50,000.00
			FROM (DEBIT)		
ACCOUNT (A and ACCOL	JNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
700-01-7504-021	13-40	\$50,000.00	50,000.00	\$50,000.00	-
Civic Expense					-
					-
					<u> </u>
					-
					-
					-
					-
					•
			TO (CREDIT)		-
700-01-7504-021	13-46	\$50,000.00	\$18,500.00	\$18,500.00	68,500.00
Other Services &	Charges		410,000,00	Ψ10,000.00	-
	•				_
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					-
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Reason Transfer Need to move funds Reason Funds at Need to move funds to	to the correct accrete	or Transfer:			
		TO ANOTED AUTHORITA	7.01.01.01.01.01.01.01.01.01.01.01.01.01.		
	Amount not more	TRANSFER AUTHORIZA e than \$5,000.00	ATIONS WITHIN & BETW	EEN PROGRAMS	
		er than \$5,000.00			
Department Head	751x			Date:	9/8/2001
Director of Finance:	10	Vin R	4.00	Date:	0121121
City Controller (if amo	ount is greater th	an \$5,000):	gles	Date:	1101101
Mayor or Managing D	Director (if amour	nt is greater than \$5,000):	no The	Date:	7 24 1
Referred to City Cour	ncil in accordanc	e with the provisions of the Admini	strative Code, Section 130.04:	Date:	4/04/01
			CITY COUNCIL		
Daryl Hendricks, Pres	sident:	[]	Approved [] Disapproved	Date:	
Julio Guridy, Vice Pre	esident:	[]	Approved [] Disapproved	Date:	
Ce-Ce Gerlach, Coun	ncilperson:	[]	Approved [] Disapproved	Date:	
Candida Affa, Counci	ilperson	[]	Approved [] Disapproved	Date:	
Joshua Siegel, Counc	·	[]	Approved [] Disapproved	Date:	
Ed Zucal, Councilpers			Approved [] Disapproved	Date:	
Cynthia Mota, Counci	iiperson		Approved [] Disapproved	Date:	

			1+35

Expenditure Detail Report Monthly Status of Risk Account CITY OF ALLENTOWN 01/01/2021 through 12/31/2021	
expdetl.rpt	CDBG
09/09/2021 1:40PM	NONDEPARTMENTAL
Periods: 1 through 14	NEIGHBORHOOD STABILIZATION (CDBG)
expdetl.rpt	700
09/09/2021	01
Periods: 1	7504

Page:

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
0213 ALLENTOWN CITY PARKS/JORDAN CREEK						
0213-40 CIVIC EXPENSES	20,000.00	00:0	0.00	0.00	50,000.00	0.00
0213-46 OTHER CONTRACT SERVICES	18,500.00	00.00	0.00	00:0	18,500.00	0.00
Total CDBG	68,500.00	00:00	0.00	0.00	68,500.00	0.00
Grand Total	68,500.00	0.00	0.00	0.00	68,500.00	00.00

		B by
		A LVV

	" Period:		Ref#	Initials:
OCT 0 7 2021				
EIMANICE DIDECTORIC OF		BUDGET TRANSFER RE		
TEMANCE DIREGIARS OF			Tricia Dickert	
BUREAU: Department		BUREAU: RANSFER DETAIL	Revenue and Audit	
Date of Request: 7-Oct-		General	Transfer Amount:	\$50,000.00
		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	\$50,000.00	\$350,000.00	\$119,000.00	69,000.00
Contingency				-
				-
				_
				-
				-
				-
				-
		TO (CREDIT)		-
000-02-0602-0001-90	\$50,000,00	TO (CREDIT)	¢46.744.00	00.744.00
Refunds	\$50,000.00	\$133,000.00	\$46,714.26	96,714.26
ketunos				-
				-
				_
Revenue and Audit will be sending of inticiapted. Funds being requested Reason Funds are Available funds are available.	out letters to property owners regarding now to avoid delays to the homeow for Transfer:	ing City Real Estate Tax overpay ners when we begin receiving re	rments. Amount of overpaid RE fund claims resulting from that	E accounts higher than notification.
	TRANSFER AUTHORIZA	TIONS WITHIN & BETWE	EN PROGRAMS	
Amount not mo	ore than \$5,000.00			
Amount is grea	ater than \$5,000.00			
Department Head/Deputy Director:	Court		Date:	15/1-101
Director of Finance/Deputy Director:	9 Dano		Date:	,
City Controller (if amount is greater t	than \$5,000):	Slenge	Date:	10-8-21
Nayor/Managing Director (if amount	is greater than \$5,000)	go sury	Date:	10/8/21
Referred to City Council in accordan	nce with the provisions of the Admini	strative code, Section 130.04:	Date:	
		CITY COUNCIL		
ulio Guridy, President:	[]	Approved [] Disapproved	Date:	
Cynthia Mota, Vice President	[]	Approved [] Disapproved	Date:	
Ce-Ce Gerlach, Councilperson		Approved [] Disapproved	Date:	
Candida Affa, Councilperson		Approved [] Disapproved	Date:	
loshua Siegel, Councilperson		Approved [] Disapproved	Date:	
Ed Zucal, Councilperson		Approved [] Disapproved	Date:	
Daryl Hendricks, Councilperson:		Approved [] Disapproved	Date:	

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FINANCE DIRECTOR'S	OFFICE OF ALL ENTOW	N BUDGET TRANSFER F	REQUEST FORM	what die, sit 2 - reference consistence is
and the second s	CITTOFALLERION		Ann Saurman	r & Summer
TO: Seth O'N	eill, Director	FROM:	- Committee - Comm	
BUREAU: Departme	ent of Finance	BUREAU:	Recycling & Solid Waste	Appropriate a second Appropriate and the second and
		TRANSFER DETAIL	1997; 7 miles 199	
Date of Request: 5-C	ct-21 Fund	: Solid Waste	Transfer Amount:	\$45,000.00
		FROM (DEBIT)	The state of the s	· 1
ACCOUNT (All 15 digits)	TRANSFER AMOUNT (\$)	ORIGINAL	CURRENT ACCOUNT	ACCOUNT TOTAL AFTER TRANSFER (\$)
and ACCOUNT TITLE		**APPROPRIATION (\$) \$64,533.00	TOTAL (\$) \$5,891.70	891.70
085-03-8005-0001-30	\$5,000.00	\$04,000.00	Ψ0,031.70	-
Rentals		minimum distribution or	y agrange agent regarded to the control of the cont	Market State (State of State o
085-03-8005-0001-50	5,000.00	46,000.00	31,878.78	26,878.78
Other Services & Charges	The state of the s		-	
Other Services & Charges	The second secon	and the STOCK SECTION AND ADMINISTRATION SECTION SECTI	The reference and the second of the second o	granten de la regiona y la alemana dell'alemana dell'alem
085-03-8005-0001-54	35,000.00	68,600.00	37,647.71	2,647.71
Repair & Maint Supplies	Engage responsible properties and accommon and the depth of the second and the second accommon a			
to any operation of the control of t				-
£ a commence.	- Americans	TO (CREDIT)	2000.40	45.000.40
085-03-8005-0001-90	\$45,000.00	\$45,000.00	\$366.19	45,366.19
	age to serverable of			-
	A GM/A	-	-	
## 14. a sk	125			
The second secon			Ì	
/ . makes				
The second secon	a sanager oper - representation .			
Reason Transfer is Requi	red:		(-magnetic and a second	
Revenue and Audit will be send	ing out letters to residents regarding of	over payment of the trash/recyclin	ng fees. To cover the anticipated	I refunds, a transfer is needed
Reason Funds are Availal				
Items not purchased or needed	in 2021.			
	TRANSFER AUTHORI	ZATIONS WITHIN & BET	WEEN PROGRAMS	
	ot more than \$5,000.00	The state of the s		Management of a graph of the state of the st
X Amount is	greater than \$5,000.00	/	proprove	and the second s
Department Head/Deputy Direct	tor. Uni 2/3/1	(10)	Date	10/5/21
Director of Finance/Deputy Dire	ctor:		Date	10/7/7/
City Controller (if amount is great		0	Date	
		My		
Mayor/Managing Director (if am		yo Code Section 1300	Date	_ (0) (0)
Referred to City Council in acco	rdance with the provisions of the Adm	CITY COUNCIL	: Date	ie
Julio Guridy, President:	1	Approved [] Disapproved	Date	22
Cynthia Mota, Vice President		Approved [] Disapproved		
Ce-Ce Gerlach, Councilperson	10 - 10 - 10 - 10 - 10 - 10 - 10 - 10 -	Approved [] Disapproved		
Candida Affa, Councilperson		Approved [] Disapproved		
Joshua Siegel, Councilperson	1] Approved [] Disapproved		The state of the s
Ed Zucal, Councilperson] Approved [] Disapproved	Date	
Daryl Hendricks, Councilperson	:] Approved [] Disapproved	Date	\$ *

Prct Used

Balance

51.94 69.04 19.00 69.07 66.66 66.67 70.07 100.00 0.00 50.41 48.78 90.87 51.79 53.70 87.96 99.67

31,479.85

327,149.98 37,500.82 5,305.36

4,469.18

30,092.58

51,093.00 171,080.00 3,591.19 0.00 24,000.00 2,764.50 1,050.00

expstat.rpt		Expenditure	Expenditure Status Report		
10/05/2021 Periods: 0	10/05/2021 12:35PM Periods: 0 through 14	CITY OF AI 1/1/2021 thre	CITY OF ALLENTOWN 2021 through 12/31/2021		
085	SOLID WASTE				
03 8005	PUBLIC WORKS RECYCLING & SOLID WASTE				
Account Number	Vumber	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances
0001 COL	COLLECTION/DISPOSAL/RECYCLING				
0001-02 PE	RMANENT WAGES	1,104,994.00	777,844.02	777,844.02	0.00
	TEMPORARY WAGES	107,558.00	70,057.18	70,057.18	00'0
	PREMIUM PAY	65,500.00	34,020.15	34,020.15	0.00
	LONGEVITY	14,437.00	9,967.82	9,967.82	0.00
	SHIFT DIFFERENTIAL	6,550.00	1,244.64	1,244.64	0.00
	FICA	97,288.00	67,195.42	67,195.42	00'0
	PENSION	153,269.00	102,176.00	102,176.00	0.00
	INSURANCE - EMPLOYEE GRP	513,240.00	342,160.00	342,160.00	0.00
	ELECTRIC POWER	12,000.00	8,408.81	8,408.81	0.00
	TELEPHONE	872.00	652.05	652.05	219.95
0001-24 PO	POSTAGE & SHIPPING	24,000.00	0.00	0.00	0.00
	PRINTING	5,575.00	2,060.31	2,060.31	750.19
0001-28 MII	MILEAGE REIMBURSEMENT	2,050.00	1,000.00	1,000.00	0.00
	RENTALS	64,533.00	52,565.80	52,565.80	6,075.50
	PUBLICATIONS & MEMBERSHIP	3,430.00	1,776.28	1,776.28	0.00
	TRAINING & PROF. DEVELOP	6,230.00	3,345.75	3,345.75	0.00
-	REPAIRS & MAINTENANCE	34,147.50	26,919.31	26,919.31	3,115.63
	OTHER CONTRACT SERVICES	10,199,325.00	6,662,229.11	6,662,229.11	3,503,213.03
_	OTHER SERVICES & CHARGES	46,000.00	14,121.22	14,121.22	00'0
	REPAIR & MAINT SUPPLIES	68,600.00	19,730.93	19,730.93	11,221.36
	UNIFORMS	7,828.00	3,835.15	3,835.15	3,046.84
0001-62 FU	FUELS, OILS & LUBRICANTS	00.000,06	70,784.51	70,784.51	18,215.49
0001-66 CF	CHEMICALS	1,200.00	701.36	701.36	498.64

(Not all accounts may be included.)

Total COLLECTION/DISPOSAL/RECYCLING

0001-90 REFUNDS

N Page:

~ A

99.19

3,588,723.30

9,233,009.98

45,000.00 14,089,460.96

44,633.81

19.65 87.00

29.99 66.67

0.00 0.00

709,112.00 130,640.00

100.00

498.64 1,731.44 40,635.23

3,435.04 72,393.31

3,435.04 72,393.31 709,112.00 130,640.00 44,633.81 9,233,009.98

26,295.00 129,917.46 1,063,668.00 195,954.00

0001-68 OPERATING MATERIALS & SUPP

0001-86 GENERAL CITY CHARGES 0001-88 INTERFUND TRANSFERS

EQUIPMENT

0001-72

87.92 98.89

946.01

1,000.00 0.00 21,128.52 16,888.92 354,556.00 65,314.00 366.19 1,267,727.68

30.70

4,112.56 33,882.86 31,878.78

5,891.70

1,653.72 2,884.25 45.12

37,647.71

Magliane, Casandra

From: Heiney, Gabrielle

Sent: Tuesday, October 5, 2021 4:09 PM

To: Magliane, Casandra; Wagenhurst, Barbara

Subject: Transfer request

Attachments: RSW.Refunds transfer.10_05_2021.pdf

Good afternoon,

Please see the attached transfer request for Solid Waste. If you have any questions please let me know.

Thank you, Gabrielle



Gabrielle M. Heiney Public Works Operations Manager Public Works | City of Allentown 641 S 10th Street Allentown, PA, 18103

+1 (610) 437-8729 x2583

1 +1 (484) 661-9763

☐ Gabrielle. Heiney@allentownpa.gov



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Saurman, Ann

From: Dickert, Tricia

Sent: Tuesday, October 5, 2021 11:35 AM

To: Saurman, Ann Cc: Zumas, Michael

Subject: Reasons

Ann, as discussed here are a few reasons you can cite for the faster draw down in your 90:

In some cases, overpayments were applied entirely to trash. So while they realized ALL of the revenue from that overpayment, the 90 account had to expense the entire refund when the claim was made.

When mail volume is at it's highest, thousands of payments are run through as "batches". When payments are batched, we have less control over duplicate payments being caught. Duplicate payments are usually the result of homeowners making payment as well as their mortgage company. We cannot return a mortgage payment file to reject those duplicates. Outside of April and July, we catch what we can and return it to the taxpayer, however, with lockbox improving our turnaround time moving forward, we will likely see an upward trend of overpayments.

There was one unexpected refund claim for \$5,625.00.

The shortfall is a result of all three of these circumstances combined, not one single reason.



Tricia L. Dickert
Bureau Manager
Bureau of Revenue and Audit | City of Allentown
435 Hamilton Street
Allentown, PA, 18101
L+1 (610) 437-7506 x2151

+1 (610) 437-8780

☑Tricia.Dickert@allentownpa.gov



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Heiney, Gabrielle

Magliane, Casandra From:

Tuesday, October 5, 2021 12:06 PM Sent:

Heiney, Gabrielle: O'Neill, Seth; Baraket, Jessica To:

Shahda, Mark; Wagenhurst, Barbara; Messinger, Craig; Saurman, Ann Cc: RE: Request to Increase Act 90 for 2022 Budget - Refund Account

Subject:

Gabrielle

Yes, you may use some of the original 2021 givebacks within Solid Waste to come up with the additional \$45,000 needed for the year.

Once you send an updated A&E my way, Ill make sure the changes are reflected in the budget module.



Casandra L. Magliane Financial Analyst Department of Finance | City of Allentown 435 Hamilton Street Allentown, PA, 18101

+1 (610) 437-7500 x2302 +1 (610) 437-7563

Casandra.Magliane@allentownpa.gov



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From: Magliane, Casandra

Sent: Tuesday, October 5, 2021 10:40 AM

To: Heiney, Gabrielle <Gabrielle.Heiney@allentownpa.gov>; O'Neill, Seth <Seth.ONeill@allentownpa.gov>; Baraket, Jessica < Jessica. Baraket@allentownpa.gov>

Cc: Shahda, Mark < Mark. Shahda@allentownpa.gov>; Wagenhurst, Barbara < Barbara. Wagenhurst@allentownpa.gov>; Messinger, Craig < Craig. Messinger@allentownpa.gov>; Saurman, Ann < Ann. Saurman@allentownpa.gov>

Subject: RE: Request to Increase Act 90 for 2022 Budget - Refund Account

let me confirm with Seth when returns from his meeting.

From: Heiney, Gabrielle < Gabrielle. Heiney@allentownpa.gov>

Sent: Tuesday, October 5, 2021 10:24 AM

To: Magliane, Casandra < Casandra. Magliane@allentownpa.gov>; O'Neill, Seth < Seth. ONeill@allentownpa.gov>; Baraket,

Jessica <Jessica.Baraket@allentownpa.gov>

Cc: Shahda, Mark < Mark. Shahda@allentownpa.gov >; Wagenhurst, Barbara < Barbara. Wagenhurst@allentownpa.gov >;

Messinger, Craig < Craig. Messinger@allentownpa.gov>; Saurman, Ann < Ann. Saurman@allentownpa.gov> Subject: RE: Request to Increase Act 90 for 2022 Budget - Refund Account

Good morning Cassie,

To come up with the additional \$45,000 can I use some of the givebacks that we originally did? We did not anticipate these expenses and would like to use some of the givebacks. I can send the updated A&E information if this is ok.

Thank you, Gabrielle



Gabrielle M. Heiney Public Works Operations Manager Public Works | City of Allentown 641 S 10th Street Allentown, PA, 18103

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1 +1 (484) 661-9763

Gabrielle.Heiney@allentownpa.gov



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From: Shahda, Mark < Mark. Shahda@allentownpa.gov >

Sent: Tuesday, October 5, 2021 7:33 AM

To: Heiney, Gabrielle < Gabrielle. Heiney@allentownpa.gov>

Subject: FW: Request to Increase Act 90 for 2022 Budget - Refund Account

FYI



Mark Shahda
Deputy Director
Department of Public Works | City of Allentown 641 South Tenth Street
Allentown, PA, 18103
+1 (610) 437-7583 x2278

n +1 (610) 533-3640

Mark.Shahda@allentownpa.gov



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From: Saurman, Ann < Ann. Saurman@allentownpa.gov>

Sent: Monday, October 4, 2021 4:42 PM

To: Magliane, Casandra < Casandra. Magliane@allentownpa.gov >; O'Neill, Seth < Seth. ONeill@allentownpa.gov > Cc: Baraket, Jessica < Jessica. Baraket@allentownpa.gov >; Messinger, Craig < Craig. Messinger@allentownpa.gov >;

Shahda, Mark < Mark. Shahda @allentownpa.gov>

Subject: Request to Increase Act 90 for 2022 Budget - Refund Account

Hi Cassie and Seth,

Tricia let me know this morning that she will be sending out the letters relating to the over payment of the trash/recycling fees in October. As it stands now, there isn't enough money in the Solid Waste Fund, Act 90, to cover the anticipated refund requests and we will be putting through a transfer of \$45,000 to this account.

This trend is also anticipated for 2022 and Jessica recommended an increase to Act 90 for 2022 to \$75,000. Craig approved this in his email below. Can you please make this change in the budget?

Please let me know if you have any questions.

Thanks, Ann



Ann E. Saurman Manager Bureau of Recycling and Solid Waste | City of Allentown 641 S 10th Street Allentown, PA, 18103

+1 (610) 437-8729 x2582

1 +1 (484) 866-3596



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From: Messinger, Craig < Craig. Messinger@allentownpa.gov>

Sent: Monday, October 4, 2021 4:23 PM

To: Saurman, Ann < Ann.Saurman@allentownpa.gov>; Shahda, Mark < Mark.Shahda@allentownpa.gov>; Heiney,

Gabrielle < Gabrielle. Heiney@allentownpa.gov >

Subject: RE: Recycling and Solid Waste 90 (Refund) Account

Ann,

I'm fine with her requests of the transfer of \$45,000 for 2021 and the increase to \$75,000 for 2022.



Craig W. Messinger
Public Works Director
Department of Public Works | City of Allentown
641 South Tenth Street
Allentown, PA, 18103
+1 (610) 437-7583 x2275

1 +1 (610) 533-3645

☑ Craig.Messinger@allentownpa.gov

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RECEIVED

Joshua Siegal, Councilperson

Daryl Hendricks, Councilperson:

Ed Zucal, Councilperson

SEP 23	2021	Posting Year:	Posting Date:	Posting #	Doc#
OLI 23	2021	" Period:	! !	Ref#	Initials:
# 1 RECTO	OR'S OFFICE	CITY OF ALLENTOWN	BUDGET TRANSFER R	REQUEST FORM	ja
TO:	Seth O'Neill, I	Director	FROM:	Dale Tretter D7	
BUREAU:	Department o		BUREAU:	Streets	•
	2010 D 2010 D 2010 D 2010	• "	RANSFER DETAIL	-	ì
Date of Requ	uest: 22-Sep-2	1 Fund:	Streets	Transfer Amount	: \$31,500.00
	1		FROM (DEBIT)		
and AC	NT (All 15 digits) COUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-03-0716		\$31,500.00	\$472,200.00	\$52,730.03	21,230.03
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000-03-0716 Chemicals	-0001-00	\$31,500.00	\$148,000.00	\$22,000.00	53,500.00
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x	Amount is greater	than \$5,000.00			
Department Hea	d/Deputy Director.	(ran 18/ 3/		Date:	9/22/21
Director of Finan	ce/Deputy Director:	JA NU	say,		9/23/21
		05 000	Bar	Date:	7/23/21
	amount is greater than		1 Com	Date:	9-50-21
	Director (if amount is g	V 1	Carpo de	Date:	9/80/21
Indicated to City (Council in accordance	with the provisions of the Adminis		Date:	F 4
Julio Guridy, Pres	sident:	11.	CITY COUNCIL Approved [] Disapproved	Date:	
Cynthia Mota, Vic	** * .		Approved [] Disapproved Approved [] Disapproved	Date:	
Ce-Ce Gerlach, (Approved [] Disapproved	Date:	
Candida Affa, Co	uncilperson	50,	Approved [] Disapproved	Dete:	•

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Periods: 1	throug	CITY OF ALLENTOWN 1/1/2021 through 12/31	F ALLENTOWN through 12/31/2021			
000	GENERAL					
03	PUBLIC WORKS					
0716	STREETS					
Accour	Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	
0001 A	MAINTENANCE					
0001-02	PERMANENT WAGES	208,287.00	138,857.62	138,957,82	0.00	
0001-08	PREMIUM PAY	27,500.00	21,932.21	21,932.21	0.00	
0001-08	LONGEVITY	3,921.07	2,783,57	2,783.57	0.00	
0001-11	SHIFT DIFFERENTIAL	2,887.93	917.01	917.01	0.00	
0001-12	FICA	17,988.00	11,869.99	11,869,99	0.00	
0001-14	PENSION	30,654.00	20,440.00	20,440.00	0.00	
0001-16	INSURANCE - EMPLOYEE GRP	102,648,00	68,432.00	68,432.00	0.00	
0001-20	ELECTRIC POWER	21,200,00	14,234.97	14,234.97	0.00	
0001-28	PRINTING	2,457,00	441.81	441.81	1,558.19	
0001-28	MILEAGE REIMBURSEMENT	20.00	32.20	32.20	0.00	
0001-30	RENTALS	10,000,00	0.00	0.00	8,300,00	
0001-32	PUBLICATIONS & MEMBERSHIP	1,285.35	466.28	468.28	0.00	
0001-34	TRAINING & PROF. DEVELOP	3,784.65	404,35	404.35	00.0	
0001-42	REPAIRS & MAINTENANCE	10,740.00	3,987.18	3,987,18	512.02	
0001-48	OTHER CONTRACT SERVICES	180,617.18	175,694,68	175,894,68	0.00	
0001-54	REPAIR & MAINT SUPPLIES	472,200.00	86,543,47	68,543.47	332,926.50	
0001-58	UNITORMS	16,784,00	3,482,20	3,482.20	9,919,23	
20-1000	TUBLES, OILD & LUBRICAINED	440 000 00	10,080.01	10,080,01	0.00	
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4	Total MAINTENANCE	1,305,274.18	689,989.22	688,989.22	357,419.99	
2000	STORMWATER					
,	Total STORMWATER	00'0	0.00	0.00	0.00	
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Balance

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5,567.79 1,137.50 1,970.92 67,329.38

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41.89 97.27 88.83 79.84

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RECEIVED	Posting Year:	Posting Date:	Posting #	Doc#
SEP 3 0 2021	* Period:	<u>i</u>	Ref #	Initials:
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FINANCE DIRECTOR'S OF	TIVE:	BUDGET TRANSFER R	REQUEST FORM	
TO: Seth O'Neill, L		FROM:	Rick Holtzman	
BUREAU: Department of	4 19790	BUREAU:	Parks	
Data of Dogwoot: 20 Con G		RANSFER DETAIL		
Date of Request: 28-Sep-2	Funa:	General	Transfer Amount	: \$15,000.00
ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	FROM (DEBIT) ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-08-0709-0001-20	\$15,000.00	68,000.00	\$28,238.50	13,238.50
Electric Power	See Ad California in the communication of the commu	•	The securior sales are	Y III. I (Der der 20. Manualment und Aprilad Science)
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000-08-0709-0001-06	\$15,000.00	\$88,350.00	(\$5,921.32)	9,078.68
Premium Pay		4	* September 1997 - Sept	
				-
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Reason Transfer is Required: To correct the negative balance in the Reason Funds are Available fo Electric power has decreased due to L	r Transfer:		nder of the year.	1
Amount not more X Amount is greate Department Head/Deputy Director: Director of Finance/Deputy Director: City Controller (if amount is greater that Mayor/Managing Director (if amount is Referred to City Council in accordance	than \$5,000.00 Than \$5,000.00 Than \$5,000.00 Than \$5,000.00 Than \$5,000.00 Than \$5,000.00	raar	Date Date Date	9/30/21 10/1/21

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

Posting Year: Period: Posting Date: Posting # Doc # Ref # Initials: CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM FOR ANCE DIRECTOR FROM: Efrain Agosto BUREAU: Department of Finance BUREAU: Fire TRANSFER DETAIL Date of Request: 7-Oct-21 Fund: Fire Transfer Amount: FROM (DEBIT) ACCOUNT (All 15 digits) and ACCOUNT TITLE TRANSFER AMOUNT (\$) ORIGINAL APPROPRIATION (\$) TOTAL (\$) TRANSFER DETAIL Repairs & Maintenance	
CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM FINANCE DIRECTOR OF Notification BUREAU: Department of Finance BUREAU: Fire TRANSFER DETAIL Date of Request: 7-Oct-21 FROM: Efrain Agosto BUREAU: Fire Transfer Amount: FROM (DEBIT) ACCOUNT (All 15 digits) and ACCOUNT TITLE TRANSFER AMOUNT (\$) APPROPRIATION (\$) TOTAL (\$) TRANSFER AMOUNT (\$) COUNT TOTAL (\$) TRANSFER AMOUNT (\$) TRANSFER AMOUNT (\$) TRANSFER AMOUNT (\$) TRANSFER AMOUNT (\$) TOTAL (\$) TRANSFER AMOUNT (\$) TRANSFER AMOUNT (\$) TOTAL (\$) TRANSFER AMOUNT (\$)	
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Reason Funds are Available for Transfer: tems not purchased or needed in 2021. TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS Amount not more than \$5,000.00 Amount is greater than \$5,000.00 Department Head/Deputy Director: Date: 13-0C+ Director of Finance/Deputy Director: Date: 10/13/	-21
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Reason Funds are Available for Transfer: ems not purchased or needed in 2021. TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS Amount not more than \$5,000.00 Amount is greater than \$5,000.00 Repartment Head/Deputy Director: Date: 13 - OC4 ity Controller (if amount is greater than \$5,000): Date: 10 - 15 Reyor/Managing Director (if amount is greater than \$5,000): Date: 10 - 15 Referred to City Council in accordance with the provisions of the/Administrative Code, Section 130.04: Date: 10 - 15	-21 21 21
TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS Amount not more than \$5,000.00 Amount is greater than \$5,000.00 Department Head/Deputy Director: City Controller (if amount is greater than \$5,000): Date: 10 13 1 Date: 10 15 1	-21
Reason Funds are Available for Transfer: terms not purchased or needed in 2021. TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS Amount not more than \$5,000.00 Amount is greater than \$5,000.00 Department Head/Deputy Director: Date: 13 - OC+ Date: 10 13+ Date: 10 15- Date:	21
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TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS Amount not more than \$5,000,00 Amount is greater than \$5,000,00 Department Head/Deputy Director: Date: 13 - OC+ Director of Finance/Deputy Director: Date: 10 / 13/ Ederred to City Council in accordance with the provisions of the Administrative Code, Section 130.04: Date: CITY COUNCIL Ulio Guridy, President: Date: 1 Approved Disapproved Date: Date: Council person Date: Date: Candida Affa, Councilperson	21
Reason Funds are Available for Transfer: terms not purchased or needed in 2021. TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS Amount not more than \$5,000.00 Amount is greater than \$5,000.00 Department Head/Deputy Director: Date: 13 - OC+ Director of Finance/Deputy Director: Date: 10 13 Date: 10 15 Date: 10	21

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Magliane, Casandra

From: Marino, Angela

Sent: Wednesday, October 13, 2021 3:21 PM **To:** Wagenhurst, Barbara; Magliane, Casandra

Subject: budget transfer

Attachments: Fire Dept Budget Transfer Acct 34 to 28 October 2021.pdf; Fire Dept Budget Transfer

Acct 42 to 56.pdf

Good afternoon!

Not sure who handles the budget transfers in your office. I attached two transfers Do you need the originals or will the attached suffice?



ANGELA M. MARINO, CPPB OFFICE MANAGER

Fire Department 641 S. 10th Street Allentown, PA 18103 P: +1 (610) 437-7765 M: +1 (610) 984-4997

E: Angela.Marino@allentownpa.gov

W: www.allentownpa.gov

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