

2025 Budget Year

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

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Bina Patel, Director of Finance FROM: Trevor Tormann
BUREAU: Department of Finance BUREAU: CED - Planning & Zoning

TRANSFER DETAIL

Date of Request: 7/10/2025 Fund: Grant Transfer Amount: \$ 50,000.00

FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ADJUSTED APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
005-09-0902-0085-50068- Recompete Phase 1, Operating Materials & Supplies	\$ 50,000.00	\$ -	\$ 50,000.00	\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

TO (CREDIT)

005-09-0902-0085-50046- Recompete Phase 1, Other Contracted Services	\$ 50,000.00	\$ 500,000.00	\$ 450,000.00	\$ 500,000.00
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

Reason Transfer is Required:

The Allentown Economic Development Corporation (AEDC), the contracted subgrantee to the City of Allentown's Recompete Strategy Development project, requires additional funds to complete the project's scope of work. Funds currently under Operating Materials and Supplies are needed under Other Contracted Services so that AEDC can complete the scoped community engagement tasks detailed in the strategy development project. The scoped tasks are 100% reimbursable to the Recompete grant.

Reason Funds are Available for Transfer:

The City retained \$100k of the \$500k Recompete Phase 1 Strategy Development award when executing the original agreement with AEDC in early 2024. Funds were reserved for additional contract services (\$50k) and additional community engagement (\$50k). These reserved funds have not been spent to-date, and are now ready to be transferred.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

Amount not more than \$5,000.00
X Amount is greater than \$5,000.00
Department Head/Deputy Director: Jessica Bocanegra 7/10/25 Vicki Kura Date: 7/10/25
Director of Finance/Deputy Director: Date: 7-11-25
City Controller (if amount is greater than \$5,000): Date: 7/14/25
Mayor/Managing Director (if amount is greater than \$10,000): Date: 7/14/25
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04: Date:

CITY COUNCIL

Daryl Hendricks, President	[] Approved [] Disapproved	Date:
Cynthia Mota, Vice President	[] Approved [] Disapproved	Date:
Candida Affa, Councilperson	[] Approved [] Disapproved	Date:
Cecilia Gerlach, Councilperson	[] Approved [] Disapproved	Date:
Ed Zucal, Councilperson	[] Approved [] Disapproved	Date:
Natalie Santos, Councilperson	[] Approved [] Disapproved	Date:
Santo Napoli, Councilperson	[] Approved [] Disapproved	Date: