

ORDINANCE NO.

BILL NO. 36 - 2025

APRIL 2, 2025

AN ORDINANCE

Amending the 2025 General Fund, the 2025 Trexler Fund, the 2025 Risk Fund, the 2025 Equipment Replacement Fund, the 2025 Solid Waste Fund, the 2025 Liquid Fuels Fund, the 2025 Stormwater Fund, and the 2025 Golf Fund by appropriating funds from the un-appropriated balances for the rollover of encumbrances for the prior year commitments.

BE IT ORDAINED BY THE COUNCIL OF THE CITY OF ALLENTOWN.

SECTION ONE: The City Council authorizes the appropriation of the following funds:

\$4,496,114.94 (Four Million Four Hundred Ninety-Six Thousand One Hundred Fourteen Dollars and Ninety-Four Cents) of the General Fund; and

\$4,128.69 (Four Thousand One Hundred Twenty-Eight Dollars and Sixty-Nine Cents) of the Trexler Fund; and

\$447,928.11 (Four Hundred Forty-Seven Thousand Nine Hundred Twenty-Eight Dollars and Eleven Cents) of the Risk Fund; and

\$1,574,999.47 (One Million Five Hundred Seventy-Four Thousand Nine Hundred Ninety-Nine Dollars and Forty-Seven Cents) of the Equipment Replacement Fund; and

\$119,797.08 (One Hundred Nineteen Thousand Seven Hundred Ninety-Seven Dollars and Eight Cents) of the Solid Waste Fund; and

\$370,545.00 (Three Hundred Seventy Thousand Five Hundred Forty-Five Dollars and Zero Cents) of the Liquid Fuels Fund; and

\$78,170.48 (Seventy-Eight Thousand One Hundred Seventy Dollars and Forty-Eight Cents) of the Stormwater Fund; and

\$404,940.45 (Four Hundred Four Thousand Nine Hundred Forty Dollars and Forty-Five Cents) of the Golf Fund.

From the un-appropriated balance of the funds to the following accounts:

New Munis Acct #'s are indicated by [000-...]

Dept	AC Title	2024 Account	2025 Account	Amount	PO
CED	Training & Prof Dev	000-09-0903-0004-34		\$ 1,500.00	245-105839
CED	Uniforms	000-09-0901-0001-56		\$ 106.72	245-106234
CED	Uniforms	000-09-0902-0001-56		\$ 1,165.06	245-106234
City Council	Legal Services	000-01-0101-0001-44		\$ 33,333.32	245-106286
City Council	Contract/Services Fee	000-01-0101-0001-46		\$ 285.00	245-106436
Comm Tech	Contract/Services Fee	000-04-0808-0002-46		\$ 13,985.08	245-105636
Parks	Contract/Services Fee	000-08-0709-0001-46		\$ 7,784.80	245-105477
Parks	Equipment	000-08-0709-0008-72		\$ 3,000.00	245-106390
Parks	Repairs & Maintenance Supplies	000-08-0709-0001-54		\$ 1,800.00	245-106200
Parks	Rentals	000-08-0709-0008-30		\$ 3,280.00	245-106441
Plan & Zoning	Contract/Services Fee	000-09-0902-0001-46		\$ 5,700.00	245-106120
Plan & Zoning	Printing	000-09-0902-0001-26		\$ 6,500.00	245-106232
Police	Equipment	000-04-0802-0022-72		\$ 9,262.50	245-105609
Police	Equipment	000-04-0802-0022-72		\$ 6,150.00	245-105741
Police	Contract/Services Fee	000-04-0802-0001-46		\$ 89,664.75	245-105977
Police	Operating Materials	000-04-0802-0004-68		\$ 43,306.30	245-106068
Police	Equipment	000-04-0802-0022-72		\$ 18,758.34	245-106114
Police	Equipment	000-04-0802-0022-72		\$ 8,150.00	245-106209
Police	Operating Materials	000-04-0802-0001-68	000-07-0604-0001-31 [000-07-0604-0030-50031-]	\$ 2,182.50	245-106236
Police	Equipment	000-04-0802-0022-72		\$ 17,978.46	245-106256
HR	Other Services & Charges	000-06-0603-0001-50		\$ 1,321.00	245-105518
HR	Other Services & Charges	000-06-0603-0001-50		\$ 4,560.00	245-105616
Mayor's Office	Operating Materials	000-01-0201-0001-68		\$ 384.00	245-106089
Health	Uniforms	000-09-0908-0019-56		\$ 1,797.25	245-106453
Health	Equipment	000-09-0908-0019-72		\$ 4,089.48	245-106454

Health	Other Services & Charges	000-09-0908-0019-50		\$ 8,514.00	245-105857
Health	Contract/Services Fee	000-09-0908-0002-46		\$ 5,684.50	245-105892
Health	Operating Materials	000-09-0908-0019-68		\$ 1,340.75	245-105893
Health	Operating Materials	000-09-0908-0002-68	000-09-0908-0002-31 [000-09-0908-0046-50031-]	\$ 600.00	245-106217
Health	Telephone	000-09-0908-0018-22		\$ 360.00	245-106217
Health	Equipment	000-09-0908-0018-72		\$ 21,400.00	245-106217
Health	Equipment	000-09-0908-0019-72		\$ 7,841.94	245-106451
Health	Equipment	000-09-0908-0001-72		\$ 1,963.50	245-106455
Health	Operating Materials	000-09-0908-0019-68		\$ 800.00	245-106456
Health	Operating Materials	000-09-0908-0019-68	000-09-0908-0019-31 [000-09-0908-0057-50031-]	\$ 10,314.60	245-106457
Health	Operating Materials	000-09-0908-0006-68	000-07-0604-0001-31 [000-07-0604-0030-50031-]	\$ 38,084.73	235-104862
Health	Operating Materials	000-09-0908-0008-68	000-07-0604-0001-31 [000-07-0604-0030-50031-]	\$ 38,084.73	235-104862
Health	Operating Materials	000-09-0908-0019-68	000-07-0604-0001-31 [000-07-0604-0030-50031-]	\$ 7,131.08	235-104862
Plan & Zoning	Contract/Services Fees	000-09-0901-0001-46	000-09-0902-0001-46 [000-09-0902-0039-50046-]	\$ 2,895.50	235-104893
Plan & Zoning	Contract/Services Fees	000-09-0902-0001-46		\$ 175,000.00	235-105089
Plan & Zoning	Contract/Services Fees	000-09-0902-0004-46	000-09-0902-0001-46 [000-09-0902-0039-50046-]	\$ 1,500.00	235-105090
Parks	Contract/Services Fees	000-08-0709-0001-46		\$ 81,721.37	235-105162
Police	Equipment	000-04-0802-0022-72		\$ 557,500.00	235-105227
Police	Equipment	000-04-0802-0022-72		\$ 489,286.36	235-105250
Police	Equipment	000-04-0802-0022-72		\$ 631,006.69	235-105289
Police	Operating Materials	000-04-0802-0001-68		\$ 367.50	235-105290
Police	Equipment	000-04-0802-0001-72		\$ 19,755.29	235-105290
City Council	Contract/Services Fees	000-01-0101-0001-46		\$ 300,000.00	235-105254
Finance Director	Contract/Services Fees	000-02-0602-0003-46		\$ 20,540.00	235-104716
Mayor	Contract/Services Fees	000-09-0901-0001-46	000-08-0709-0001-46 [000-08-0709-0031-50046]	\$ 129,655.00	235-105245

Police	Operating Materials	000-04-0802-0001-68	000-07-0604-0001-31 [000-07-0604-0030-50031-]	\$ 11,803.45	225-104084
CED	Contract/Services Fees	000-09-0901-0006-46	000-09-0903-0004-46 [000-09-0903-0086-50046-]	\$ 20,000.00	225-104116
CED	Contract/Services Fees	000-09-0901-0006-46	000-09-0903-0004-46 [000-09-0903-0086-50046-]	\$ 80,000.00	225-104120
Police	Operating Materials	000-04-0802-0001-68	000-07-0604-0001-31 [000-07-0604-0030-50031-]	\$ 11,803.45	225-104084
Bldg Maintenance	Repairs & Maintenance	000-03-0707-0001-42		\$ 7,424.00	245-105302
Bldg Maintenance	Contract/Services Fees	000-03-0707-0001-46		\$ 100,000.00	245-106406
Fire	Equipment	000-05-0803-0002-72		\$ 30,000.00	235-105314
Fire	Operating Materials & Supplies	000-05-0803-0002-68		\$ 960.00	245-105953
Fire	Equipment	000-05-0803-0002-72		\$ 5,476.00	245-106249
Fire	Training & Professional Development	000-05-0803-0002-34		\$ 2,000.00	245-106322
Fire	Uniforms	000-05-0803-0002-56		\$ 60,260.00	245-106323
Fire	Repairs & Maintenance	000-05-0803-0002-42		\$ 11,615.00	245-106375
Fire	Equipment	000-05-0803-0002-72		\$ 6,609.53	245-106408
Fire	Equipment	000-05-0803-0002-72		\$ 12,000.00	245-106443
Fire	Equipment	000-05-0803-0002-72		\$ 41,490.00	245-106447
Fire	Training & Professional Development	000-05-0803-0002-34		\$ 12,425.00	245-106448
Fire	Training & Professional Development	000-05-0803-0002-34		\$ 11,480.00	245-106449
Fire	Repairs & Maintenance	000-05-0803-0002-42		\$ 3,030.00	245-106054
Fire	Premium Pay	000-05-0803-0002-06		\$ 353.00	245-106452
Fire	Training & Professional Development	000-05-0803-0002-34		\$ 3,500.00	245-106452
Fire	Uniforms	000-05-0803-0002-56		\$ 998.00	245-106452
Fire	Operating Materials & Supplies	000-05-0803-0002-68		\$ 1,878.37	245-106452
Fire	Equipment	000-05-0803-0002-72		\$ 34,513.20	245-106452
IT	Contract/Services Fees	000-07-0604-0001-46		\$ 85,000.00	245-106354

Traffic	Operating Materials & Supplies	000-03-0807-0001-68		\$ 15,650.00	245-105828
Traffic	Contract/Services Fees	000-03-0807-0001-46		\$ 3,475.00	245-105853
Traffic	Operating Materials & Supplies	000-03-0807-0001-68		\$ 3,998.40	245-105995
Traffic	Equipment	000-03-0807-0001-72		\$ 10,690.00	245-106229
Streets	Repairs & Maintenance Supplies	000-03-0716-0001-54		\$ 143,500.00	245-106414
Garage	Repairs & Maintenance	000-03-0704-0001-42		\$ 273.69	245-105507
Garage	Repairs & Maintenance Supplies	000-03-0704-0001-54		\$ 712.75	245-106176
Garage	Repairs & Maintenance Supplies	000-03-0704-0001-54		\$ 1,676.24	245-106259
Garage	Repairs & Maintenance Supplies	000-03-0704-0001-54		\$ 1,345.64	245-106262
Fire	Uniforms	000-05-0803-0002-56	000-05-0803-0002-72 [000-05-0803-0028-50072-]	\$ 40,000.00	235-105286
Engineering	Other Contract Services	000-03-0701-0002-46		\$ 3,000.00	161-000032
Engineering/Comp	Other Contract Services	000-03-0701-0002-46		\$ 18,505.00	221-000030
Building Maint.	Other Contract Services	000-03-0707-0001-46		\$ 594.00	221-000027
Building Maint.	Other Contract Services	000-03-0707-0001-46		\$ 11,671.00	241-000033
CED	Other Contract Services	000-09-0901-0007-46		\$ 0.07	231-000006
CED	Other Contract Services	000-09-0901-0007-46		\$ 0.07	231-000013
Plan & Zoning	Other Contract Services	000-09-0902-0001-46		\$ 24,287.82	231-000038
CED	Other Contract Services	000-09-0901-0007-46		\$ 14,681.25	241-000015
Plan & Zoning	Other Contract Services	000-03-0702-0001-46	000-09-0902-0001-46 [000-09-0902-0039-50046-]	\$ 8,395.99	241-000022
Plan & Zoning	Other Contract Services	000-09-0901-0001-46	000-09-0902-0001-46 [000-09-0902-0039-50046-]	\$ -	241-000022
Plan & Zoning	Other Contract Services	000-09-0902-0001-46		\$ 37,977.50	241-000023
Plan & Zoning	Other Contract Services	000-09-0902-0001-46		\$ 64,303.00	241-000027
Plan & Zoning	Other Contract Services	000-09-0902-0004-46	000-09-0902-0001-46 [000-09-0902-0039-50046-]	\$ 41,657.10	241-000027
Engineering	Other Contract Services	000-03-0702-0001-46		\$ 382.74	241-000034
Engineering	Other Contract Services	000-03-0807-0001-46		\$ 189,975.21	241-000034

Engineering	Other Contract Services	000-03-0702-0001-46		\$ 10,656.75	241-000035
Health	Other Contract Services	000-09-0908-0002-46		\$ 38,722.38	241-000009
Health	Other Contract Services	000-09-0908-0019-30		\$ 5,949.99	241-000039
IT	Other Contract Services	000-07-0604-0001-42	000-07-0604-0001-31 [000-07-0604-0030-50031-]	\$ 290,380.00	231-000055
Human Resources	Other Contract Services	000-06-0603-0005-40		\$ 10,416.73	241-000036
Police	Other Contract Services	000-04-0802-0001-46		\$ 4,749.52	241-000020
Police	Other Contract Services	000-04-0802-0022-72		\$ 34,012.50	241-000026
Police	Other Contract Services	000-04-0802-0001-46		\$ 20,000.00	241-000031
Traffic	Other Contract Services	000-03-0716-0001-46		\$ 22,000.00	241-000028
Traffic	Other Contract Services	000-03-0807-0001-46		\$ 30,000.00	241-000028
Special Events	Other Contract Services	000-08-0709-0007-46		\$ 463.50	241-000042
Total General Fund (GF) Rollover				\$ 4,496,114.94	
Parks	Equipment	006-08-6761-0002-72		\$ 7.31	245-106269
Parks	Repairs & Maintenance Supplies	006-08-6761-0001-54		\$ 4,121.38	245-106437
Total Trexler Fund Rollover				\$ 4,128.69	
Parks	Property Losses	081-02-8001-0001-81		\$ 32,922.53	245-105637
Parks	Property Losses	081-02-8001-0001-81		\$ 4,415.00	245-105834
Parks	Self-Insured Losses	081-02-8001-0001-80		\$ 31,964.51	245-106278
Risk	Contract/Service Fees	081-02-8001-0001-46		\$ 7,084.33	245-105398
Risk	Property Losses	081-02-8001-0001-81		\$ 2,783.02	245-105465
Risk	Auto Losses	081-02-8001-0001-85		\$ 210.00	245-106067
Risk	Insurance Health/Life	081-02-8001-0003-37		\$ 398.64	245-106077
Risk	Contract/Service Fees	081-02-8001-0001-46		\$ 5,550.00	245-106368
Risk	Contract/Service Fees	081-02-8001-0001-46		\$ 30,000.00	245-106402
Risk	Property Losses	081-02-8001-0001-81		\$ 7,420.02	245-106442

Risk	Contract/Service Fees	081-02-8001-0001-46		\$ 69,296.41	245-106444
Risk	Property Losses	081-02-8001-0001-81		\$ 1,367.00	245-106046
Risk	Property Losses	081-02-8001-0001-81		\$ 30.00	235-104841
Risk	Insurance Health/Life	081-02-8001-0003-37		\$ 3,575.00	235-105234
Risk	Property Losses	081-02-8001-0001-81		\$ 2,817.87	225-103918
Fire	Auto Losses	081-02-8001-0001-85		\$ 5,410.00	245-106053
Risk	Contract/Service Fees	081-02-8001-0001-46		\$ 180,000.00	235-105253
Risk	Other Contract Services	081-02-8001-0001-46		\$ 46,345.75	231-000029
Risk	Other Contract Services	081-02-8001-0001-46		\$ 11,838.03	231-000052
Risk	Other Contract Services	081-02-8001-0003-37		\$ 4,500.00	241-000014
Total Risk Rollover				\$ 447,928.11	
Building Maintenance	Equipment	083-02-8003-0001-72		\$ 5,114.15	245-106430
EMS	Equipment	083-02-8003-0001-72		\$ 304,767.00	245-105357
Fleet	Equipment	083-02-8003-0001-72		\$ 145,911.27	235-104552
Fleet	Equipment	083-02-8003-0001-72		\$ 97,126.00	235-104578
Fleet	Equipment	083-02-8003-0001-72		\$ 30,916.00	235-104854
Fleet	Equipment	083-02-8003-0001-72		\$ 42,711.00	245-105491
Fleet	Equipment	083-02-8003-0001-72		\$ 9,226.05	245-106409
Fire	Equipment	083-02-8003-0001-72		\$ 779,228.00	245-106423
Fire	Equipment	083-02-8003-0001-72		\$ 160,000.00	235-105287
Total Equipment Replacement Rollover				\$ 1,574,999.47	
Fleet	Equipment	085-03-8005-0001-72		\$ 119,797.08	245-105455
Total Solid Waste Fund Rollover				\$ 119,797.08	
Fleet	Equipment	004-03-4741-0001-72		\$ 158,794.00	245-105971

Fleet	Equipment	004-03-4741-0001-72		\$ 106,942.00	245- 105972
Fleet	Equipment	004-03-4741-0001-72		\$ 104,809.00	245- 105973
Total Liquid Fuels Fund Rollover				\$ 370,545.00	
Streets (SS)	Other Contract Services	086-03-0815-0001-46		\$ 78,170.48	231- 000008
Total Stormwater Rollover				\$ 78,170.48	
Golf Course	Construction Contracts	091-08-9001-0005-76		\$ 404,940.45	245- 106426
Total Golf Course Rollover				\$ 404,940.45	
			Total, All Funds:	\$ 7,496,624.22	

SECTION TWO: That this Ordinance will take effect ten (10) days after final passage.

SECTION THREE: That all Ordinances inconsistent with the above provisions are repealed to the extent of their inconsistency.

Legislative Template

- **What department or bureau is this bill originating from? Where did the initiative for the bill originate?**

Department of Finance Administration & Purchasing.

- **Summary and facts of the bill.**

To increase the appropriation for prior year commitments from 2024 encumbrances to be rolled over into the 2025 budget.

- **Purpose – Please include the following in your explanation:**

- a. **What does the bill do? What are the specific goals or tasks the bill seeks to accomplish?**

These are prior year commitments that the City has entered into.

- b. **What are the benefits of doing this? What are the drawbacks?**

These are prior year commitments that the City has entered into.

- c. **How does this bill relate to the City's vision/mission/priorities?**

Allows the City to fulfill all purchases from 2024.

- **Financial Impact – Please include the following in your explanation:**

- a. **Cost (initial and ongoing)**

This increases the expenditure appropriation

- b. **Benefits (initial and ongoing)**

This increases the expenditure appropriation.

- **Funding Sources – Please include the following in your explanation:**

- a. **If transferring funds, please make sure to give specific account names and numbers. If appropriating funds from a grant, please list the agency awarding the grant.**

See worksheet included on the ordinance for specific account strings. Some funds are transferring between programs to follow the movement of the project or program from one department or bureau to another. These program changes or consolidations were made in the 2024 and 2025 budgets. Additionally, a software expense account (-31) was created with the 2025 budget and 2024 software PO's are being moved to account -31 in all funds.

General Fund 000	\$4,496,114.94
Liquid Fuels Fund 004	\$370,545.00
Trexler Fund 006	\$4,128.69
Risk Fund 081	\$447,928.11
Equipment Fund 083	\$1,574,999.47
Solid Waste Fund 085	\$119,797.08
Stormwater Fund 086	\$78,170.48
Golf Fund 091	\$404,940.45
Total	\$7,496,624.22

- **Priority status – Are there any deadlines to be aware of?**

Because these rollovers are from prior year commitments, we request the ordinance to be passed to expend the funds as soon as possible. If the funds are not used by July 1st the encumbrance will be closed and the funds returned to unappropriated balance of the respective fund.

- **Why should Council unanimously support this bill?**

Council should support this bill because it appropriates funds necessary to complete commitments made in prior years.