

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

**CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM**

TO: Bina Patel, Director of Finance                      FROM: Stella Oakman  
 BUREAU: Department of Finance                      BUREAU: Human Resources

**TRANSFER DETAIL**

Date of Request: 8-Sep-23                      Fund: General                      Transfer Amount: \$ 109,300.00

**FROM (DEBIT)**

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-06-0603-0001-34	\$ 69,300.00	\$ ✓ 280,729.00	\$ ✓ 231,482.48	\$ 162,182.48
000-06-0603-0001-68	\$ 40,000.00	\$ ✓ 51,500.00	\$ ✓ 48,275.32	\$ 8,275.32
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

**TO (CREDIT)**

000-06-0603-0001-46	\$ 109,300.00	\$ ✓ 421,633.75	\$ ✓ 84,328.71	\$ 193,628.71
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

9/8/23 JP

Reason Transfer is Required:  
 to cover parking for employees and consultant services through Dec 2023; charges are higher than originally budgeted/expected.

Reason Funds are Available for Transfer:  
 Expense Acct 34: Funds for certain planned expenses were not utilized from this account and are available; Expense Acct 68: benefit wellness expenses were budgeted in expense acct 68 but expensed out of 46.

**TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS**

Amount not more than \$10,000.00  
 Amount is greater than \$10,000.00

Department Head/Deputy Director: *[Signature]* Date: 9/8/23  
 Director of Finance/Deputy Director: *[Signature]* Date: 9/8/23  
 City Controller (if amount is greater than \$10,000): *[Signature]* Date: 9-13-23  
 Mayor/Managing Director (if amount is greater than \$10,000): *[Signature]* Date: 9-13-23

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 Afa, 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:

Expenditure Status Report

CITY OF ALLENTOWN

1/1/2023 through 12/31/2023

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
000	GENERAL					
06	HUMAN RESOURCES					
0603	HUMAN RESOURCES					
0001	PERSONNEL ADMINISTRATION					
0001-02	PERMANENT WAGES	465,813.00	252,676.72	0.00	213,136.28	54.24
0001-04	TEMPORARY WAGES	31,200.00	0.00	0.00	31,200.00	0.00
0001-06	PREMIUM PAY	3,000.00	134.43	0.00	2,865.57	4.48
0001-08	LONGEVITY	2,372.00	1,026.40	0.00	1,345.60	43.27
0001-12	FICA	38,912.00	18,447.06	0.00	20,464.94	47.41
0001-14	PENSION	58,306.00	38,872.00	0.00	19,434.00	66.67
0001-16	INSURANCE - EMPLOYEE GRP	156,420.00	104,280.00	0.00	52,140.00	66.67
0001-26	PRINTING	1,120.00	379.98	740.02	0.00	100.00
0001-28	MILEAGE REIMBURSEMENT	300.00	0.00	0.00	300.00	0.00
0001-30	RENTALS	2,000.00	523.93	0.00	1,476.07	26.20
0001-32	PUBLICATIONS & MEMBERSHIP	3,162.00	2,066.88	0.00	1,095.12	65.37
0001-34	TRAINING & PROF. DEVELOP	280,729.00	49,246.52	0.00	231,482.48	17.54
0001-46	OTHER CONTRACT SERVICES	421,633.75	309,091.24	28,213.80	84,328.71	80.00
0001-50	OTHER SERVICES & CHARGES	122,370.00	40,620.20	55,309.55	26,440.25	78.39
0001-53	WELLNESS	10,000.00	0.00	0.00	10,000.00	0.00
0001-68	OPERATING MATERIALS & SUPP	51,500.00	2,924.12	300.56	48,275.32	6.26
0001-72	EQUIPMENT	5,000.00	949.60	0.00	4,050.40	18.99
	Total GENERAL	1,653,837.75	821,239.08	84,563.93	748,034.74	54.77
	Grand Total	1,653,837.75	821,239.08	84,563.93	748,034.74	54.77