

2022
Personnel

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

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Jessica Baraket, Interim Finance Director	FROM: Jen Palenchar
BUREAU: Department of Finance	BUREAU: HR

TRANSFER DETAIL

Date of Request	8-Feb-23	Fund: <u>2022</u> General Fund	Transfer Amount:	5,556.12
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-06-0603-0001-26 Printing	\$ 599.65	\$ 1,500.00	\$ 599.65	\$ -
000-06-0603-0001-28 Mileage	\$ 300.00	\$ 300.00	\$ 300.00	\$ -
000-06-0603-0001-53 Wellness	\$ 4,656.47	\$ 10,267.24	\$ 5,042.34	\$ 385.87

TO (CREDIT)

000-06-0603-0001-02 Permanent Wages	\$ 2,299.61	\$ 459,794.00	(2,299.61)	-
000-06-0603-0001-06 Premium Pay	\$ 3,256.51	\$ 1,200.00	(3,256.51)	-

Reason Transfer is Required:

Correcting negative personnel balances for 2022

JP

Reason Funds are Available for Transfer:

Balance is available within the program.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

<input type="checkbox"/>	Amount not more than \$5,000.00
<input checked="" type="checkbox"/>	Amount is greater than \$5,000.00
Department Head/Deputy Director:	<i>Jessica Baraket</i> 2/8/23 Date:
Director of Finance/Deputy Director:	Date:
City Controller (if amount is greater than \$5,000):	<i>[Signature]</i> 2-10-23 Date:
Mayor/Managing Director (if amount is greater than \$5,000):	<i>[Signature]</i> 2-13-23 Date:
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04: Date:	

CITY COUNCIL

Daryl Hendricks, President	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Cynthia Mota, Vice President	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Candida Affa, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Cecilia Gerlach, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Ed Zucal, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Natalie Santos, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Santo Napoli, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:

Expenditure Status Report
CITY OF ALLENTOWN
1/1/2022 through 12/31/2022

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	459,794.00	462,093.61	0.00	-2,299.61	100.50
0001-04	TEMPORARY WAGES	5,000.00	521.25	0.00	4,478.75	10.43
0001-06	PREMIUM PAY	1,200.00	4,456.51	0.00	-3,256.51	371.38
0001-08	LONGEVITY	2,438.00	2,141.73	0.00	296.27	87.85
0001-12	FICA	35,835.00	34,913.53	0.00	921.47	97.43
0001-14	PENSION	57,841.00	57,841.00	0.00	0.00	100.00
0001-15	Employee - Health Insurance Opt Out	1,508.00	1,240.33	0.00	267.67	82.25
0001-16	INSURANCE - EMPLOYEE GRP	178,122.00	178,122.00	0.00	0.00	100.00
0001-26	PRINTING	1,500.00	900.35	0.00	599.65	60.02
0001-28	MILEAGE REIMBURSEMENT	300.00	0.00	0.00	300.00	0.00
0001-30	RENTALS	3,500.00	0.00	0.00	3,500.00	0.00
0001-32	PUBLICATIONS & MEMBERSHIP	4,610.00	4,231.20	0.00	378.80	91.78
0001-34	TRAINING & PROF. DEVELOP	43,549.00	43,547.58	0.00	1.42	100.00
0001-46	OTHER CONTRACT SERVICES	49,683.60	38,238.85	9,162.75	2,282.00	95.41
0001-50	OTHER SERVICES & CHARGES	61,459.33	49,524.31	3,850.00	8,085.02	86.84
0001-53	WELLNESS	10,267.24	5,224.90	0.00	5,042.34	50.89
0001-56	UNIFORMS	0.00	-73.56	0.00	73.56	0.00
0001-68	OPERATING MATERIALS & SUPP	57,882.00	13,255.47	0.00	44,626.53	22.90
0001-72	EQUIPMENT	8,223.00	6,585.03	0.00	1,637.97	80.08
	Total GENERAL	982,712.17	902,764.09	13,012.75	66,935.33	93.19
	Grand Total	982,712.17	902,764.09	13,012.75	66,935.33	93.19