

2025 Budget Year		Posting Year:		Posting Date:		Posting #		Doc #	
		Period:				Ref #		Initials:	
CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM									
TO:		Bina Patel, Director of Finance			FROM:		Bryne Haffner-Bair		
BUREAU:		Department of Finance			BUREAU:		Parks and Recreation		
TRANSFER DETAIL									
Date of Request:		28-Aug-25		Fund: Golf Course		Transfer Amount:		\$ 40,000.00	
FROM (DEBIT)									
ACCOUNT (All 15 digits) and ACCOUNT TITLE		TRANSFER AMOUNT (\$)		ADJUSTED APPROPRIATION (\$)		CURRENT ACCOUNT TOTAL (\$)		ACCOUNT TOTAL AFTER TRANSFER (\$)	
091-08-9001-0073-50046		\$ 40,000.00		\$ 390,200.00		\$ 364,608.00		\$ 324,608.00	
Other Contract Services									
TO (CREDIT)									
091-08-9001-0031-50004		\$ 40,000.00		\$ 115,000.00		\$ 28,261.86		\$ 68,261.86	
Temporary Wages									
REASON TRANSFER IS REQUIRED:									
To cover payroll expenses for part time seasonal employees that are needed until November. Seasonal employees are critical to the golf course for upkeep during the busy season.									
REASON FUNDS ARE AVAILABLE FOR TRANSFER:									
Funds are available as we are working on a plan for the irrigation and completed the bunkers which resulted in money left from the project.									
TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS									
Check if amount is equal to or less than \$5,000.00									
X Check if amount is greater than \$5,000.00									
Department Head/Deputy Director:						Date: 8/28/25			
Director of Finance/Deputy Director:						Date: 8/28/25			
City Controller (if amount is greater than \$5,000):						Date: 8-28-25			
Mayor/Managing Director (if amount is greater than \$10,000):						Date: 8-29-25			
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:									
CITY COUNCIL									
Daryl Hendricks, President		[] Approved [] Disapproved				Date:			
Cynthia Mota, Vice President		[] Approved [] Disapproved				Date:			
Candida Alfa, 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:			

YTD Available Budget Report



Account Number	Account Desc	Original Budget	Transfers	Revised Budget	YTD Actuals	Enc/Req	Available Budget	% Used
08 PARKS AND RECREATION		518,250.00	(9,800.00)	508,450.00	108,776.30	5,500.00	394,173.70	22.48 %
9001 MUNICIPAL GOLF COURSE		518,250.00	(9,800.00)	508,450.00	108,776.30	5,500.00	394,173.70	22.48 %
0031 GROUNDS MAINTENANCE		118,250.00	0.00	118,250.00	88,584.30	0.00	29,565.70	75.00 %
091-08-9001-0031-5 0004-	TEMP WAGES	115,000.00	0.00	115,000.00	86,738.14	0.00	28,261.86	75.42 %
091-08-9001-0031-50046-	OTHER CSVC	3,250.00	0.00	3,250.00	1,946.16	0.00	1,303.84	59.88 %
0073 CAPITAL IMPROVEMENTS		400,000.00	(9,800.00)	390,200.00	20,092.00	5,500.00	364,608.00	6.56 %
091-08-9001-0073-50046-	OTHER CSVC	400,000.00	(9,800.00)	390,200.00	20,092.00	5,500.00	364,608.00	6.56 %
Grand Total:		518,250.00	(9,800.00)	508,450.00	108,776.30	5,500.00	394,173.70	22.48 %