

2025 Budget Year		Budget Office Only:			
		Posting Year:	Posting Date:	Posting #	Doc #
		" Period:		Ref #	Initials:

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM					
TO:	Bina Patel, Director of Finance	FROM:	Tawanna L. Whitehead		
BUREAU:	Department of Finance	BUREAU:	City Council		

TRANSFER DETAIL					
Date of Request:	11/18/25	Fund:	General	Transfer Amount:	\$12,000

FROM (DEBIT)					
ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ADJUSTED APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)	
000-01-0101-0001-50046	\$12,000	\$ 160,706.00	\$ 20,912.23 21,617.23	\$	17,912.23 9,617.23
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-

TO (CREDIT)					
000-01-0101-0001-50040	\$ 12,000.00	\$ 25,000.00	\$ 13,000.00	\$	\$ 25,000.00
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-
				\$	-

REASON TRANSFER IS REQUIRED:	
This Transfer is for the River Crossing YMCA Warming Station. The amount of the Invoice #RCY180818COA25 in the amount of \$25,000.00	

REASON FUNDS ARE AVAILABLE FOR TRANSFER:	
There is enough budgeted in Account 46 (Other Contract Services) to cover the Transfer.	

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS			
☐ Check if amount is equal to or less than \$5,000.00 ☐ Check if amount is greater than \$5,000.00			
Department Head/Deputy Director:	<i>Bina Patel</i>	MPT	Date: 11/17/2025
Director of Finance/Deputy Director:			Date: 11/18/2025
City Controller (if amount is greater than \$5,000):	<i>J. M. [Signature]</i>		Date: 11/18/25
Mayor/Managing Director (if amount is greater than \$10,000):	<i>[Signature]</i>		Date: 11/19/25
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 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
000 GENERAL FUND		452,300.00	(266,594.00)	185,706.00	123,034.00	28,054.77	34,617.23	81.36 %
01 NONDEPARTMENTAL		452,300.00	(266,594.00)	185,706.00	123,034.00	28,054.77	34,617.23	81.36 %
0001 LEGISLATION & RECORDKEEPING		452,300.00	(266,594.00)	185,706.00	123,034.00	28,054.77	34,617.23	81.36 %
000-01-0101-0001-50040-	CIVIC EXP	25,000.00	0.00	25,000.00	12,000.00	0.00	13,000.00	48.00%
000-01-0101-0001-50046-	OTHER CSVC	427,300.00	(266,594.00)	160,706.00	111,034.00	28,054.77	21,617.23	86.55%
Grand Total:		452,300.00	(266,594.00)	185,706.00	123,034.00	28,054.77	34,617.23	81.36 %