

2022

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: Trexler Grounds Maintenance

TRANSFER DETAIL

Date of Request	7-Feb-23	Fund:	2022 Trexler Fund & Parks General Fund	Transfer Amount:	13,592.44
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FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
006-08-6761-0001-20 Electric	\$ 2,692.40	\$ 5,000.00	\$ 2,692.40	\$ -
006-08-6761-0001-34 Training	\$ 746.42	\$ 11,000.00	\$ 746.42	\$ -
006-08-6761-0001-54 Repairs	\$ 5,453.25	\$ 64,268.47	\$ 5,453.25	\$ -
006-08-6761-0001-56 Uniforms	\$ 228.68	\$ 10,777.34	\$ 228.68	\$ -
006-08-6761-0001-62 Fuels	\$ 227.74	\$ 13,000.00	\$ 227.74	\$ -
006-08-6761-0001-66 Chemicals	\$ 1,168.80	\$ 22,024.05	\$ 1,168.80	\$ -
006-08-6761-0001-68 Op. Mater	\$ 70.47	\$ 49,021.00	\$ 70.47	\$ -
006-08-6761-0001-08 Longevity	\$ 82.91	\$ 12,472.00	\$ 82.91	\$ -
006-08-6761-0001-11 Shift Diff	\$ 1,051.88	\$ 1,500.00	\$ 1,051.88	\$ -
000-08-0709-0001-40	\$ 1,869.89	\$ 5,000.00	\$ 5,000.00	\$ 3,130.11
Civic Expenses				

TO (CREDIT)

006-08-6761-0001-02	\$ 11,598.56	\$ 737,288.00	\$ (11,598.56)	\$ -
Permanent Wages				
006-08-6761-0001-04	\$ 521.55	\$ 31,566.90	\$ (521.55)	\$ -
Temporary Wages				
006-08-6761-0001-06	\$ 285.10	\$ 27,000.00	\$ (285.10)	\$ -
Premium Pay				
006-08-6761-0001-12	\$ 1,187.23	\$ 61,037.16	\$ (1,187.23)	\$ -
FICA				

JP

Reason Transfer is Required:

Permanent Wages, Temporary Wages, Premium Pay & FICA were underbudgeted in 2022 in the Trexler account.

Reason Funds are Available for Transfer:

Less was spent out of the remaining Trexler accounts than anticipated.
An additional \$1,869.89 was still needed to cover the Trexler personnel. There is an available balance in the General Fund Parks Maintenance budget to cover.

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:	
Director of Finance/Deputy Director:	Jessica Baraket 2/8/23
City Controller (if amount is greater than \$5,000):	1/13/23 2-10-23
Mayor/Managing Director (if amount is greater than \$5,000):	2-13-23
Referred to City Council in accordance with the provisions of the Administrative Code, Section 130.04:	

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
0006	TREXLER					
08	PARKS AND RECREATION					
6761	TREXLER MEMORIAL PARK					
0001	GROUND MAINTENANCE					
0001-02	PERMANENT WAGES	737,288.00	748,886.56	0.00	-11,598.56	101.57
0001-04	TEMPORARY WAGES	31,566.90	32,088.45	0.00	-521.55	101.65
0001-06	PREMIUM PAY	27,000.00	27,285.10	0.00	-285.10	101.06
0001-08	LONGEVITY	12,472.00	12,389.09	0.00	82.91	99.34
0001-11	SHIFT DIFFERENTIAL	1,500.00	448.12	0.00	1,051.88	29.87
0001-12	FICA	61,037.16	62,224.39	0.00	-1,187.23	101.95
0001-14	PENSION	101,470.00	101,470.00	0.00	0.00	100.00
0001-16	INSURANCE - EMPLOYEE GRP	312,477.00	312,477.00	0.00	0.00	100.00
0001-20	ELECTRIC POWER	5,000.00	2,307.60	0.00	2,692.40	46.15
0001-30	RENTALS	31,095.08	31,095.08	0.00	0.00	100.00
0001-32	PUBLICATIONS & MEMBERSHIP	775.00	775.00	0.00	0.00	100.00
0001-34	TRAINING & PROF. DEVELOP	11,000.00	10,253.58	0.00	746.42	93.21
0001-42	REPAIRS & MAINTENANCE	6,595.89	6,595.89	0.00	0.00	100.00
0001-46	OTHER CONTRACT SERVICES	47,846.60	37,510.56	10,336.04	0.00	100.00
0001-54	REPAIR & MAINT SUPPLIES	64,268.47	56,237.89	2,577.33	5,453.25	91.51
0001-56	UNIFORMS	10,777.34	9,974.70	573.96	228.68	97.88
0001-62	FUELS, OILS & LUBRICANTS	13,000.00	12,772.26	0.00	227.74	98.25
0001-66	CHEMICALS	22,024.05	20,585.45	269.80	1,168.80	94.69
0001-68	OPERATING MATERIALS & SUPP	49,021.00	47,784.10	1,166.43	70.47	99.86
0001-72	EQUIPMENT	83,776.06	61,068.06	22,708.00	0.00	100.00
0001-84	CAPITAL FUND CONTRIBUTION	185,000.00	0.00	0.00	185,000.00	0.00
0001-88	INTERFUND TRANSFERS	0.00	1,163,125.55	0.00	-1,163,125.55	0.00
	Total TREXLER	1,814,990.55	2,757,354.43	37,631.56	-979,995.44	153.99
	Grand Total	1,814,990.55	2,757,354.43	37,631.56	-979,995.44	153.99

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					
08	PARKS AND RECREATION					
0709	PARK MAINTENANCE					
0001	0001 GROUND MAINTENANCE					
0001-02	PERMANENT WAGES	1,990,430.00	1,914,110.52	1,914,110.52	76,319.48	96.17
0001-04	TEMPORARY WAGES	318.37	0.00	0.00	318.37	0.00
0001-06	PREMIUM PAY	100,000.00	102,166.59	102,166.59	-2,166.59	102.17
0001-08	LONGEVITY	23,073.00	22,521.27	22,521.27	551.73	97.61
0001-11	SHIFT DIFFERENTIAL	3,000.00	1,405.38	1,405.38	1,594.62	46.85
0001-12	FICA	169,428.00	154,238.54	154,238.54	15,189.46	91.03
0001-14	PENSION	324,075.00	324,075.00	324,075.00	0.00	100.00
0001-16	INSURANCE - EMPLOYEE GRP	997,992.00	997,992.00	997,992.00	0.00	100.00
0001-20	ELECTRIC POWER	61,500.00	59,578.92	59,578.92	1,921.08	96.88
0001-26	PRINTING	5,000.00	3,710.41	3,710.41	1,289.59	74.21
0001-28	MILEAGE REIMBURSEMENT	250.00	70.00	70.00	180.00	28.00
0001-30	RENTALS	12,416.75	11,761.75	11,761.75	655.00	94.72
0001-32	PUBLICATIONS & MEMBERSHIP	2,425.00	1,477.73	1,477.73	947.27	60.94
0001-34	TRAINING & PROF. DEVELOP	3,625.00	3,425.00	3,425.00	200.00	94.48
0001-40	CIVIC EXPENSES	5,000.00	0.00	0.00	5,000.00	0.00
0001-42	REPAIRS & MAINTENANCE	8,900.00	8,800.47	8,800.47	99.53	98.88
0001-46	OTHER CONTRACT SERVICES	0.00	435.88	435.88	-435.88	0.00
0001-50	OTHER SERVICES & CHARGES	1,258.00	1,125.50	1,125.50	132.50	89.47
0001-54	REPAIR & MAINT SUPPLIES	61,541.96	61,507.66	61,507.66	-34.41	100.00
0001-62	FUELS, OILS & LUBRICANTS	11,506.25	5,903.30	5,903.30	5,602.95	51.31
0001-64	PIPE & FITTINGS	10,000.00	9,895.72	9,895.72	104.28	98.96
0001-66	CHEMICALS	37,700.00	35,650.55	35,650.55	770.00	97.96
0001-68	OPERATING MATERIALS & SUPP	27,500.00	27,300.00	27,300.00	170.03	99.38
0001-72	EQUIPMENT	17,000.00	17,000.00	17,000.00	0.00	100.00
	Total	3,873,939.33	3,764,152.19	3,764,152.19	108,443.31	97.20