

Posting Year: • Period:	Posting Date:	Posting # Ref #	Doc # Initials:
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CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO: Bina Patel, Director of Finance	FROM: Daniel Steckel, Bureau Manager
BUREAU: Department of Finance	BUREAU: Fleet Maintenance (Garage)

TRANSFER DETAIL

Date of Request: 15-Aug-23	Fund: Garage	Transfer Amount: \$ 15,000.00
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FROM (DEBIT)

ACCOUNT (All 16 digits) and ACCOUNT TITLE	TRANSFER AMOUNT (\$)	ORIGINAL APPROPRIATION (\$)	CURRENT ACCOUNT TOTAL (\$)	ACCOUNT TOTAL AFTER TRANSFER (\$)
000-03-0704-0001-42 Repairs & M	\$ 15,000.00	\$ 516,000.00	\$ 55,252.29	\$ 40,252.29
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

TO (CREDIT)

000-03-0704-0001-46 Contract Ser	\$ 15,000.00	\$ 233,014.24	\$ 2,689.47	\$ 17,689.47
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -
				\$ -

Reason Transfer is Required:

There were not enough funds put in the contract with Ross for the garage towing contract for 2023. Contract number is C56-000002. The original \$10,000 of funds have been used up. These funds are needed to be able to pay for towing City vehicles when they breakdown.

Reason Funds are Available for Transfer:

There are extra funds available in account 42 (Repairs and Maintenance) at the current time since we are doing the work in-house instead of at vendors.

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>[Signature]</i> Date: 8-16-23
Director of Finance/Deputy Director:	<i>Bina Patel</i> Date: 8-18-2023
City Controller (if amount is greater than \$5,000):	<i>[Signature]</i> Date: 8-30-23
Mayor/Managing Director (if amount is greater than \$5,000):	<i>[Signature]</i> Date: 9-1-23
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 Alfa, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Cecilia Gerlach, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Ed Zupel, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Notelle Santos, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:
Santo Napol, Councilperson	<input type="checkbox"/> Approved <input type="checkbox"/> Disapproved	Date:

Expenditure Status Report
 CITY OF ALLENTOWN
 1/1/2023 through 12/31/2023

000 GENERAL
 003 PUBLIC WORKS
 0704 FLEET MAINTENANCE OPERATIONS

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
0001 FLEET SERVICE & REPAIR						
0001-02 PERMANENT WAGES	1,041,747.00	603,678.15	603,678.15	0.00	438,068.85	57.85
0001-08 PREMIUM PAY	63,000.00	21,760.15	21,760.15	0.00	41,239.85	34.54
0001-08 LONGEVITY	9,000.00	5,054.60	5,054.60	0.00	3,945.40	56.16
0001-11 SHIFT DIFFERENTIAL	12,508.00	3,737.79	3,737.79	0.00	8,768.21	29.89
0001-12 FICA	54,930.00	48,082.27	48,082.27	0.00	6,847.73	87.53
0001-20 ELECTRIC POWER	0.00	-1,980.55	-1,980.55	0.00	1,980.55	0.00
0001-26 PRINTING	3,600.00	1,797.80	1,797.80	171.16	1,831.04	54.69
0001-28 MILEAGE REIMBURSEMENT	500.00	413.05	413.05	0.00	88.95	82.61
0001-30 RENTALS	155,282.00	96,640.29	96,640.29	48,651.71	10,000.00	93.58
0001-32 PUBLICATIONS & MEMBERSHIP	2,100.00	2,052.99	2,052.99	0.00	47.01	97.76
0001-34 TRAINING & PROF. DEVELOP	15,200.00	609.98	609.98	0.00	14,590.02	4.01
0001-42 REPAIRS & MAINTENANCE	816,000.00	154,601.15	154,601.15	306,146.96	55,252.29	88.29
0001-48 OTHER CONTRACT SERVICES	233,014.24	222,105.99	222,105.99	8,218.78	2,688.47	98.85
0001-50 OTHER SERVICES & CHARGES	14,225.00	139.84	139.84	0.00	14,085.16	0.98
0001-54 REPAIR & MAINT SUPPLIES	1,185,460.00	780,237.88	780,237.88	312,415.43	82,808.69	93.01
0001-58 UNIFORMS	12,850.00	5,469.10	5,469.10	2,328.31	5,052.59	60.68
0001-62 FUELS, OILS & LUBRICANTS	1,668,000.00	468,678.40	468,678.40	767,987.81	429,333.78	74.23
0001-66 CHEMICALS	12,940.00	1,391.00	1,391.00	4,900.00	6,648.00	48.62
0001-68 OPERATING MATERIALS & SUPP	26,988.00	2,562.46	2,562.46	0.00	24,405.54	9.57
0001-72 EQUIPMENT	125,391.05	36,441.06	36,441.06	0.00	88,949.99	28.06
Total GENERAL	6,150,743.29	2,463,493.40	2,463,493.40	1,450,818.76	1,236,430.13	76.00
Grand Total	5,150,743.29	2,463,493.40	2,463,493.40	1,450,818.76	1,236,430.13	76.00