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

CITY OF ALLENTOWN BUDGET TRANSFER REQUEST FORM

TO:	Bina Patel, Director of Finance	FROM:	Mandy Tolino
BUREAU:	Department of Finance	BUREAU:	Parks and Recreation – Aquatics

TRANSFER DETAIL

Date of Request: 11/21/2024	Fund: General	Transfer Amount:	$ 113,596.69

FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT ($)	ADJUSTED APPROPRIATION ($)	CURRENT ACCOUNT TOTAL ($)	ACCOUNT TOTAL AFTER TRANSFER ($)
000-08-0906-0001-06 Premium Pa	$ 376.24	$ 3,500.00	$ 376.24	$ -
000-08-0906-0001-26 Printing	$ 549.20	$ 549.20	$ 549.20	$ -
000-08-0906-0001-34 Training & P	$ 6,286.00	$ 8,560.00	$ 6,286.00	$ -
000-08-0906-0001-56 Uniforms	$ 93.00	$ 3,150.00	$ 93.00	$ -
000-08-0906-0001-68 Operating Ma	$ 7,527.21	$ 51,550.00	$ 7,527.21	$ -
000-08-0906-0001-72 Equipment	$ 12,746.43	$ 21,625.00	$ 12,746.43	$ -
000-08-0905-0002-04 Temporary W	$ 12,000.00	$ 328,290.00 ~~328,688.00~~	$ 18,797.50 ~~19,197.50~~	$ 6,797.50 ~~7,197.50~~
000-08-0905-0002-06 Premium Pa	$ 1,500.00	$ 1,720.97	$ 1,500.00	$ -
000-08-0905-0002-26 Printing	$ 1,500.00	$ 3,022.75	$ 1,688.25	$ 188.25
000-08-0905-0002-30 Rentals	$ 1,500.00	$ 12,171.98	$ 1,763.98	$ 263.98
See Attached List of Accounts for Remaining Funds to Transfer From...				$ -

TO (CREDIT)

000-08-0906-0001-04	$ 105,551.00	$ 379,840.00	$ (105,551.00)	$ -
Temp Wages				$ -
000-08-0906-0001-12	$ 8,045.69	$ 29,326.00	$ (8,045.69)	$ -
FICa				$ -
				$ -
				$ -
				$ -

Reason Transfer is Required:

Several factors came into play for the temp wages and FICA going over budget. The season started earlier and extended longer than anticipated due to weather and other factors. The Irving Pool project was completed earlier than anticipated which also increased staffing needs

Reason Funds are Available for Transfer:

All bureaus with the department were asked to make sacrifices to make this transfer possible.

TRANSFER AUTHORIZATIONS WITHIN & BETWEEN PROGRAMS

	Amount not more than $10,000.00		
X	Amount is greater than $10,000.00		
Department Head/Deputy Director:		Date:	11/20/24
Director of Finance/Deputy Director:	Jessica Barabut	Date:	11/25/24
City Controller (if amount is greater than $5,000):		11-25-24 Date:	
Mayor/Managing Director (if amount is greater than $10,000):		Date:	11-25-24
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 Affa, 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:	

Extended List for Transfer Accounts:

FROM (DEBIT)

ACCOUNT (All 15 digits) and ACCOUNT TITLE	TRANSFER AMOUNT ($)	ADJUSTED APPROPRIATION ($)	CURRENT ACCOUNT TOTAL ($)	ACCOUNT TOTAL AFTER TRANSFER ($)
000-08-0905-0002-42 Repairs & Ma	$ 1,700.00	$ 1,900.00	$ 1,720.00	$ 20.00
000-08-0905-0002-68 Operating Ma	$ 1,000.00	$ 28,270.00	$ 3,038.70 ~~3,373.77~~	$ 2,038.70 ~~2,373.77~~
000-08-0709-0007-46 Other Contra	$ 40,000.00	$ 295,280.34	$45,617.84 ~~44,661.39~~	$ 5,617.84 ~~4,661.39~~
000-08-0709-0007-68 Operating Ma	$ 4,000.00	$ 30,928.74	$ 4,480.00	$ 480.00
000-08-0709-0001-32 Publications	$ 2,000.00	$ 3,675.00	$ 2,175.00	$ 175.00
000-08-0709-0001-34 Training & P	$ 4,000.00	$ 5,000.00	$ 4,048.02	$ 48.02
000-08-0709-0001-46 Other Contra	$ 9,500.00	$ 234,027.54	$ 9,523.53	$ 23.53
000-08-0709-0001-68 Operating Ma	$ 5,218.61	$ 44,750.00	$ 7,316.49	$ 2,097.88
000-08-0709-0001-26 Printing	$ 2,100.00	$ 5,000.00	$ 2,116.84	$ 16.84
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
				$ -
Total Amount to Transfer:	**$ 113,596.69**			

Expenditure Status Report

CITY OF ALLENTOWN
1/1/2024 through 12/31/2024

000 GENERAL

08 PARKS AND RECREATION
0709 PARK MAINTENANCE

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
0001 GROUNDS MAINTENANCE						
0001-02 PERMANENT WAGES	2,442,125.35	1,914,119.99	1,914,119.99	0.00	528,005.36	78.38
0001-04 TEMPORARY WAGES	57,378.00	57,378.00	57,378.00	0.00	0.00	100.00
0001-06 PREMIUM PAY	148,201.03	136,880.98	136,880.98	0.00	11,320.05	92.36
0001-08 LONGEVITY	26,615.00	18,752.59	18,752.59	0.00	7,862.41	70.46
0001-11 SHIFT DIFFERENTIAL	3,497.56	2,265.98	2,265.98	0.00	1,231.58	64.79
0001-12 FICA	218,647.00	161,179.34	161,179.34	0.00	57,467.66	73.72
0001-14 PENSION	422,424.00	352,020.00	352,020.00	0.00	70,404.00	83.33
0001-16 INSURANCE - EMPLOYEE GRP	1,070,207.00	891,839.20	891,839.20	0.00	178,367.80	83.33
0001-26 PRINTING	5,000.00	2,833.63	2,833.63	49.53	2,116.84	57.66
0001-28 MILEAGE REIMBURSEMENT	225.00	224.00	224.00	0.00	1.00	99.56
0001-30 RENTALS	7,500.00	7,500.00	7,500.00	0.00	0.00	100.00
0001-32 PUBLICATIONS & MEMBERSHIP	3,675.00	1,500.00	1,500.00	0.00	2,175.00	40.82
0001-34 TRAINING & PROF. DEVELOP	5,000.00	951.98	951.98	0.00	4,048.02	19.04
0001-42 REPAIRS & MAINTENANCE	4,600.00	1,395.00	1,395.00	225.00	2,980.00	35.22
0001-46 OTHER CONTRACT SERVICES	234,027.54	87,253.21	87,253.21	137,250.80	9,523.53	95.93
0001-50 OTHER SERVICES & CHARGES	1,258.00	716.00	716.00	0.00	542.00	56.92
0001-54 REPAIR & MAINT SUPPLIES	87,000.00	79,506.62	79,506.62	4,839.76	2,653.62	96.95
0001-56 UNIFORMS	13,000.00	11,455.82	11,455.82	231.23	1,312.95	89.90
0001-62 FUELS, OILS & LUBRICANTS	25,752.18	10,851.21	10,851.21	11,003.43	3,897.54	84.87
0001-66 CHEMICALS	75,475.00	72,424.00	72,424.00	2,587.24	463.76	99.39
0001-68 OPERATING MATERIALS & SUPP	44,750.00	36,433.51	36,433.51	1,000.00	7,316.49	83.65
0001-72 EQUIPMENT	78,150.00	78,029.91	78,029.91	0.00	120.09	99.85
Total GROUNDS MAINTENANCE	4,974,507.66	3,925,510.97	3,925,510.97	157,186.99	891,809.70	82.07
0007 SPECIAL EVENTS						
0007-02 PERMANENT WAGES	191,016.00	149,042.36	149,042.36	0.00	41,973.64	78.03
0007-04 TEMPORARY WAGES	12,128.82	10,889.85	10,889.85	0.00	1,238.97	89.78
0007-06 PREMIUM PAY	371.18	371.18	371.18	0.00	0.00	100.00

Expenditure Status Report

CITY OF ALLENTOWN
1/1/2024 through 12/31/2024

000 GENERAL

08 PARKS AND RECREATION
0709 PARK MAINTENANCE

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
0007-08 LONGEVITY	562.00	430.00	430.00	0.00	132.00	76.51
0007-12 FICA	13,962.00	11,998.42	11,998.42	0.00	1,963.58	85.94
0007-14 PENSION	20,990.00	17,491.70	17,491.70	0.00	3,498.30	83.33
0007-16 INSURANCE - EMPLOYEE GRP	53,178.00	44,315.00	44,315.00	0.00	8,863.00	83.33
0007-30 RENTALS	11,235.20	8,900.20	8,900.20	2,335.00	0.00	100.00
0007-32 PUBLICATIONS & MEMBERSHIP	500.00	175.00	175.00	0.00	325.00	35.00
0007-34 TRAINING & PROF. DEVELOP	4,000.00	3,594.32	3,594.32	0.00	405.68	89.86
0007-46 OTHER CONTRACT SERVICES	295,280.34	236,787.10	236,787.10	12,875.40	45,617.84	84.55
0007-50 OTHER SERVICES & CHARGES	20,950.00	19,113.00	19,113.00	1,000.00	837.00	96.00
0007-54 REPAIR & MAINT SUPPLIES	365.12	0.00	0.00	0.00	365.12	0.00
0007-56 UNIFORMS	2,776.00	2,000.00	2,000.00	0.00	776.00	72.05
0007-68 OPERATING MATERIALS & SUPP	30,928.74	26,448.74	26,448.74	0.00	4,480.00	85.52
0007-90 REFUNDS	500.00	0.00	0.00	0.00	500.00	0.00
Total SPECIAL EVENTS	658,743.40	531,556.87	531,556.87	16,210.40	110,976.13	83.15
0008 LIGHTS IN THE PARKWAY						
0008-04 TEMPORARY WAGES	10,000.00	5,175.00	5,175.00	0.00	4,825.00	51.75
0008-06 PREMIUM PAY	44,000.00	1,190.29	1,190.29	0.00	42,809.71	2.71
0008-11 SHIFT DIFFERENTIAL	1,500.00	62.11	62.11	0.00	1,437.89	4.14
0008-12 FICA	4,246.00	491.36	491.36	0.00	3,754.64	11.57
0008-30 RENTALS	18,000.00	345.00	345.00	8,805.00	8,850.00	50.83
0008-40 CIVIC EXPENSES	15,200.00	0.00	0.00	0.00	15,200.00	0.00
0008-46 OTHER CONTRACT SERVICES	6,000.00	0.00	0.00	2,800.00	3,200.00	46.67
0008-50 OTHER SERVICES & CHARGES	45,000.00	11,803.91	11,803.91	28,180.00	5,016.09	88.85
0008-54 REPAIR & MAINT SUPPLIES	38,000.00	22,138.89	22,138.89	27.00	15,834.11	58.33
0008-68 OPERATING MATERIALS & SUPP	23,100.00	6,687.06	6,687.06	1,925.00	14,487.94	37.28
0008-72 EQUIPMENT	25,000.00	21,429.54	21,429.54	0.00	3,570.46	85.72
Total LIGHTS IN THE PARKWAY	230,046.00	69,323.16	69,323.16	41,737.00	118,985.84	48.28
0009 SUSTAINABILITY						

Expenditure Status Report

CITY OF ALLENTOWN
1/1/2024 through 12/31/2024

000 GENERAL

08 PARKS AND RECREATION
0709 PARK MAINTENANCE

Account Number		Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
0009-40	CIVIC EXPENSES	40,000.00	40,000.00	40,000.00	0.00	0.00	100.00
0009-50	OTHER SERVICES & CHARGES	1,000.00	0.00	0.00	0.00	1,000.00	0.00
0009-68	OPERATING MATERIALS & SUPP	1,000.00	0.00	0.00	0.00	1,000.00	0.00
	Total SUSTAINABILITY	42,000.00	40,000.00	40,000.00	0.00	2,000.00	95.24
	Total PARK MAINTENANCE	5,905,297.06	4,566,391.00	4,566,391.00	215,134.39	1,123,771.67	80.97

Expenditure Status Report

CITY OF ALLENTOWN
1/1/2024 through 12/31/2024

000 GENERAL

08 PARKS AND RECREATION
0905 RECREATION

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
0002 ORGANIZED SPORTS ACTIVITIES						
0002-02 PERMANENT WAGES	283,781.00	206,804.63	206,804.63	0.00	76,976.37	72.87
0002-04 TEMPORARY WAGES	328,290.00	309,492.50	309,492.50	0.00	18,797.50	94.27
0002-06 PREMIUM PAY	1,720.97	220.97	220.97	0.00	1,500.00	12.84
0002-08 LONGEVITY	1,298.00	480.31	480.31	0.00	817.69	37.00
0002-11 SHIFT DIFFERENTIAL	2.44	2.44	2.44	0.00	0.00	100.00
0002-12 FICA	44,888.00	39,227.06	39,227.06	0.00	5,660.94	87.39
0002-14 PENSION	39,356.00	32,796.70	32,796.70	0.00	6,559.30	83.33
0002-16 INSURANCE - EMPLOYEE GRP	99,709.00	83,090.80	83,090.80	0.00	16,618.20	83.33
0002-22 TELEPHONE	390.00	309.50	309.50	0.00	80.50	79.36
0002-26 PRINTING	3,022.75	1,146.27	1,146.27	188.23	1,688.25	44.15
0002-30 RENTALS	12,171.98	10,186.00	10,186.00	222.00	1,763.98	85.51
0002-32 PUBLICATIONS & MEMBERSHIP	990.00	645.00	645.00	0.00	345.00	65.15
0002-34 TRAINING & PROF. DEVELOP	8,810.00	8,493.18	8,493.18	0.00	316.82	96.40
0002-42 REPAIRS & MAINTENANCE	1,900.00	135.00	135.00	45.00	1,720.00	9.47
0002-46 OTHER CONTRACT SERVICES	231,810.17	218,075.15	218,075.15	9,246.00	4,489.02	98.06
0002-50 OTHER SERVICES & CHARGES	33,500.00	30,377.91	30,377.91	0.00	3,122.09	90.68
0002-56 UNIFORMS	2,000.00	1,984.53	1,984.53	0.00	15.47	99.23
0002-68 OPERATING MATERIALS & SUPP	28,270.00	25,231.30	25,231.30	0.00	3,038.70	89.25
0002-72 EQUIPMENT	10,768.10	10,670.85	10,670.85	0.00	97.25	99.10
0002-90 REFUNDS	1,000.00	450.00	450.00	0.00	550.00	45.00
Total RECREATION	1,133,678.41	979,820.10	979,820.10	9,701.23	144,157.08	87.28

Expenditure Status Report

CITY OF ALLENTOWN
1/1/2024 through 12/31/2024

000 GENERAL

08 PARKS AND RECREATION
0906 SWIMMING POOLS

Account Number	Adjusted Appropriation	Expenditures	Year-to-date Expenditures	Year-to-date Encumbrances	Balance	Prct Used
0001 AQUATICS						
0001-04 TEMPORARY WAGES	379,840.00	485,391.00	485,391.00	0.00	-105,551.00	127.79
0001-06 PREMIUM PAY	3,500.00	3,123.76	3,123.76	0.00	376.24	89.25
0001-12 FICA	29,326.00	37,371.69	37,371.69	0.00	-8,045.69	127.44
0001-26 PRINTING	549.20	0.00	0.00	0.00	549.20	0.00
0001-32 PUBLICATIONS & MEMBERSHIP	625.80	625.80	625.80	0.00	0.00	100.00
0001-34 TRAINING & PROF. DEVELOP	8,560.00	2,274.00	2,274.00	0.00	6,286.00	26.57
0001-42 REPAIRS & MAINTENANCE	2,050.00	350.00	350.00	1,700.00	0.00	100.00
0001-56 UNIFORMS	3,150.00	3,057.00	3,057.00	0.00	93.00	97.05
0001-68 OPERATING MATERIALS & SUPP	51,550.00	44,022.79	44,022.79	0.00	7,527.21	85.40
0001-72 EQUIPMENT	21,625.00	8,878.57	8,878.57	0.00	12,746.43	41.06
Total SWIMMING POOLS	500,776.00	585,094.61	585,094.61	1,700.00	-86,018.61	117.18
Total GENERAL	7,539,751.47	6,131,305.71	6,131,305.71	226,535.62	1,181,910.14	84.32
Grand Total	7,539,751.47	6,131,305.71	6,131,305.71	226,535.62	1,181,910.14	84.32