

**CITY OF ALLENTOWN
FUND SUMMARY - GENERAL FUND (000)**

	<u>2007 Actual</u>	<u>2008 Actual</u>	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Final Budget</u>	<u>2011 Actual & & Estimated</u>	<u>2012 Final Budget</u>
Opening Balance - Cash Basis 12/31/2010						(299,961)	943,612
Revenues:							
Taxes:							
Real Estate Tax:							
2901 Current	28,274,939	28,314,825	28,185,465	28,293,901	28,894,873	28,753,737	28,891,911
2903 Prior	1,435,532	1,099,887	1,362,705	1,250,641	1,100,000	1,209,487	1,210,000
2904 Lehigh Co. Tax Claims	8,274	7,553	6,516	-	5,000	1,000	1,000
Act 511 Taxes:							
2907 Deed Transfer	2,666,773	1,238,013	941,703	961,856	1,000,000	818,703	850,000
2906 Earned Income	7,899,900	7,236,465	7,399,626	7,282,987	17,896,213	14,316,970	17,078,605
6171 Earned Income Escrow - Prior Years	-	-	-	2,317,667	228,766	228,766	400,000
2909 Business Privilege	6,487,096	6,311,326	6,512,894	6,516,355	6,400,100	6,560,284	6,500,000
2908 Occupational Privilege	36,879	120,109	1,372	10,169	-	209	-
2905 Local Service Tax	4,252,951	2,092,531	1,892,817	1,736,555	2,200,000	2,061,818	2,075,000
2910 Amusement/Devices	24,795	26,236	26,509	21,510	25,000	24,908	21,000
2911-12 Per Capita-residence	251,753	242,628	180,018	184,072	225,000	264,470	185,000
Total Taxes	51,338,892	46,689,573	46,509,625	48,575,713	57,974,952	54,240,352	57,212,516
Permits & Licenses:							
2913 Business License	417,406	450,112	420,835	415,831	405,000	415,415	415,000
2914 Liquor Licenses	57,650	56,750	56,950	51,000	60,000	60,000	60,000
2916 Building Permits & Licenses	585,552	577,103	482,110	594,803	564,200	466,280	613,994
2918 Plumbing Permits & Licenses	210,785	160,927	115,224	115,226	175,000	82,870	154,407
2920 Electrical Permits & Licenses	216,960	303,774	216,591	202,118	235,000	153,861	222,326
2921 Sheet Metal Tech License Fees (2yr Lic)	-	-	113,810	27,420	115,000	83,835	18,000
2922 Billboard & Sign Permit/Licenses	8,248	7,802	7,355	12,887	8,000	9,375	9,240
2924 Zoning Permits & Fees	102,115	72,999	60,038	58,359	90,000	68,345	75,000
2926 Health Bureau Permits & Licenses	155,824	148,690	154,697	152,439	152,000	170,407	170,000
2928 Fire Dept Inspection Fees	67,428	67,508	75,564	79,847	87,000	87,000	87,000
2930 Other Permits and Licenses	283,798	238,066	114,861	137,906	162,000	167,517	167,517
2931 CATV Franchise Fees	973,900	865,896	1,196,272	1,112,777	1,100,000	1,100,000	1,100,000
2932 Rental Unit Inspections	397,631	509,641	557,309	1,913,936	1,624,060	1,878,936	1,850,000
2933 Presales Inspections	-	-	-	-	100,000	114,000	120,000
2940 Shade Tree Permits and Fees	-	-	-	-	2,500	2,500	2,500
Total Permits/Licenses	3,477,297	3,459,268	3,571,616	4,874,549	4,879,760	4,857,841	5,064,984
Charges for Services:							
Department Earnings:							
3101-02 Tax Certifications	149,762	100,535	93,055	105,997	100,000	100,000	100,000
3103 A.S.D. Tax Billing/Reimbursement	55,839	59,269	57,554	-	60,000	54,443	-
3106 Printing & Copier Fees	113,471	106,543	92,081	90,040	92,000	88,000	75,000
3204 Street Excavation/Rest.	60,024	32,173	21,433	27,864	30,000	30,000	30,000
3205 Warrants of Survey	13,683	13,007	11,344	8,743	12,000	12,000	12,000
3208 Towing Agreements	151,250	158,750	181,500	214,500	198,000	204,000	210,000
3410 Health Bureau Reimbursement	68,397	29,234	15,316	28,483	16,000	23,410	19,900
3417 EMS Transit Fees	2,762,231	3,095,653	3,017,899	3,185,990	3,400,000	3,400,000	3,875,000
3495 Other Charges for Services	171,475	222,725	364,354	226,497	250,000	250,000	250,000
3497 Police Extra Duty Jobs	327,568	479,451	570,325	543,421	570,000	570,000	570,000
Total Departmental Earnings	3,873,700	4,297,340	4,424,861	4,431,535	4,728,000	4,731,853	5,141,900
Municipal Recreation:							
3430 Swimming Pool	150,349	146,634	154,786	180,217	150,000	153,693	157,500
3435 Recreation	63,691	70,187	94,392	93,549	73,000	73,000	86,200
Total Municipal Recreation	214,040	216,821	249,178	273,766	223,000	226,693	243,700

**CITY OF ALLENTOWN
FUND SUMMARY - GENERAL FUND (000)**

	<u>2007 Actual</u>	<u>2008 Actual</u>	<u>2009 Actual</u>	<u>2010 Actual</u>	<u>2011 Final Budget</u>	<u>2011 Actual & & Estimated</u>	<u>2012 Final Budget</u>
Revenues (continued)							
3490 General Fund Service Charges	3,887,941	3,993,182	4,383,125	4,567,202	4,824,823	4,824,823	4,962,840
Total Charges for Services	7,975,681	8,507,343	9,057,164	9,272,503	9,775,823	9,783,369	10,348,440
Fines and Forfeits:							
4110 District Court	331,131	326,246	301,499	343,630	300,000	310,000	310,000
4112 Fines and Restitution	187,511	179,715	158,906	155,755	180,000	180,000	180,000
4113 Parking Authority Reimbursement	62,095	86,543	1,429	949	-	11,649	140,000
Total Fines and Forfeits	580,737	592,504	461,834	500,334	480,000	501,649	630,000
Intergovernmental Revenue:							
5213 State Health Grants - Acts 315 & 12	801,465	808,573	769,372	841,847	804,000	804,000	804,000
5215 State grant - Health Categorical	1,749,982	1,320,555	1,275,418	1,471,356	1,200,000	1,184,367	1,137,773
5229-30 State grant - Fire, Police Training	505,259	432,221	294,516	318,682	300,000	269,900	270,000
5231 Police Grants - Reimbursements	973,845	1,282,871	1,175,474	1,012,685	2,582,391	1,592,145	2,733,752
5232 Forfeiture Receipts	-	-	334,467	33,090	-	-	-
5211,20,28 State grants - Other	1,197,233	17,795	-	6,199	-	-	-
5218,40 Other Grants - Miscellaneous	-	1,341,189	1,471,948	3,111,076	1,926,532	1,024,793	863,519
5241 State Aid for Pension	3,648,600	3,678,130	3,703,795	3,695,259	3,633,424	6,063,395	3,597,380
6195 Casino Fee	-	-	779,873	2,876,659	3,242,000	3,495,080	4,095,080
Total Intergovernmental Revenue	8,876,384	8,881,334	9,804,863	13,366,853	13,688,347	14,433,680	13,501,504
6141,50 Investment Income	1,272,253	631,122	271,798	186,337	100,000	4,800	5,000
Other Income:							
6100 Pennsylvania Utility Realty Tax	68,979	68,555	65,702	66,696	70,000	70,000	70,000
6110 Allentown Housing Authority PILOT	116,678	78,246	96,394	49,358	25,000	50,000	50,000
6120 Parking Garage Rents	45,433	3,405	-	-	-	-	-
6130 Rental of City Property	76,268	83,632	147,138	156,114	122,016	125,000	128,000
6139 Marketing/Advertising	-	207	-	-	-	-	-
6140 Contributions	133,560	124,290	124,403	73,477	249,000	175,000	175,000
6161 Sale of City Property	3,179,121	5,000	81,375	1,265,589	1,347,100	1,249,100	-
6165,70,73,75,77,7115 Miscellaneous	448,792	578,017	1,053,450	996,481	1,260,000	1,608,836	1,799,836
6180 Damage to City Property	52,761	24,955	27,028	28,073	60,000	60,000	60,000
6191-92 Lights in the Parkway	141,681	113,337	105,266	133,633	127,775	155,550	158,000
6193-94 Recreation/Special Events	10,994	4,627	4,147	4,620	3,500	4,000	3,500
Total Other Income	4,274,267	1,084,271	1,704,903	2,774,041	3,264,391	3,497,486	2,444,336
Other Financing Sources:							
Operating transfers in:	890,246	-	-	-	-	-	-
7100 2008 Bond Proceeds	-	1,635	-	-	-	-	-
7112 CDBG Reimbursements	489,652	444,025	478,254	495,463	555,176	563,691	-
7116 Sewage Capacity Sales	2,433,500	1,097,500	2,300,000	-	-	-	-
3491 Homeland Security for Water/Sewer	200,000	200,000	200,000	200,000	200,000	200,000	200,000
Total Other Financing Sources	4,013,398	1,743,160	2,978,254	695,463	755,176	763,691	200,000
Total Revenue	81,808,909	71,588,575	74,360,057	80,245,793	90,918,449	88,082,868	89,406,780
Total Funds Available					87,782,907		90,350,392

**CITY OF ALLENTOWN
FUND SUMMARY - GENERAL FUND (000)**

	<u>2007</u> <u>Actual</u>	<u>2008</u> <u>Actual</u>	<u>2009</u> <u>Actual</u>	<u>2010</u> <u>Actual</u>	<u>2011</u> <u>Final</u> <u>Budget</u>	<u>2011</u> <u>Actual &</u> <u>& Estimated</u>	<u>2012</u> <u>Final</u> <u>Budget</u>
Expenditures:							
02 Permanent Wages	30,225,085	31,907,013	33,225,889	33,530,026	35,474,036	35,021,118	35,384,419
Vacancy Factor					(853,081)	(1,205,783)	(1,147,478)
03 Holiday Pay	1,125,554	1,097,148	1,198,328	1,211,735	1,021,607	1,021,607	1,045,771
04 Temporary Wages	855,828	872,100	788,789	846,331	981,215	917,598	931,153
05 Education Pay	60,150	55,200	58,350	60,600	68,200	60,450	74,200
06 Premium Pay	2,984,655	3,074,530	3,534,994	3,686,525	4,879,333	4,684,782	3,673,868
07 Extra Duty Pay	298,126	389,961	483,011	470,075	475,000	475,000	475,000
09 Uniform Allowance	109,548	110,210	111,181	113,405	125,400	125,100	128,900
11 Shift Differential	179,737	182,282	204,576	200,949	215,383	214,583	218,437
12 FICA	1,307,123	1,395,062	1,414,761	1,407,875	1,474,683	1,500,081	1,500,568
14 Pension	12,056,688	12,198,879	13,026,012	11,155,151	14,737,281	14,737,277	13,995,176
16 Insurance - Employee Group	7,830,909	8,034,750	7,600,816	8,368,360	8,294,205	8,299,992	8,977,711
Total Personnel	57,033,403	59,317,135	61,646,707	61,051,032	66,893,262	65,851,805	65,257,726
20 Electric Power	948,355	905,510	930,156	1,189,587	1,224,217	1,196,045	1,248,130
22 Telephone	243,510	244,633	240,798	257,259	291,416	290,806	316,208
24 Postage & Shipping	344,071	336,064	313,793	261,297	254,775	192,779	183,775
26 Printing	40,408	32,421	31,451	24,939	42,672	40,638	41,642
28 Mileage Reimbursement	7,842	3,905	2,537	3,638	6,958	6,112	6,623
30 Rentals	97,225	193,496	258,998	271,799	404,742	400,114	330,655
32 Publications & Memberships	80,466	86,178	100,831	109,068	117,621	112,797	125,301
34 Training & Professional Development	229,867	281,416	119,738	115,407	268,151	239,743	267,612
38 Insurance - Other Employee	65,458	110,510	266,701	189,863	150,000	150,000	150,000
40 Civic Expenses	70,186	114,777	209,015	110,460	86,100	92,460	93,100
42 Repairs & Maintenance	416,723	385,025	476,255	443,601	662,116	594,176	650,524
44 Professional Service Fees	539,724	471,756	506,188	415,285	-	-	-
46 Contract/Service Fees	2,920,158	3,071,980	3,200,901	3,198,247	4,974,176	4,762,430	4,448,573
48 Grant, Non-City Charges	105,554	745,306	609,554	1,465,485	738,497	169,583	1,235,517
49 Grant Administrative Charges	1,250	-	-	35,822	51,552	41,028	18,000
50 Other Services & Charges	380,541	344,049	306,499	420,351	485,066	373,387	435,120
Total Services & Charges	6,491,338	7,327,026	7,573,415	8,512,108	9,758,059	8,662,098	9,550,780
54 Repair & Maintenance Supplies	646,797	419,983	442,857	533,800	670,092	581,790	687,222
56 Uniforms	195,219	196,597	219,251	216,590	457,009	448,681	626,091
58 Office Supplies	138,373	133,058	141,167	116,023	-	-	-
60 Vehicle Parts	-	-	-	149,807	-	-	-
62 Fuels, Oils & Lubricants	1,085,975	1,501,066	1,101,640	1,131,785	1,185,172	1,169,899	1,283,496
64 Pipe & Fittings	8,721	12,584	13,697	18,678	26,050	24,050	19,850
66 Chemicals	182,676	233,006	190,433	233,298	198,628	196,628	217,710
68 Operating Materials & Supplies	311,925	516,321	417,488	413,754	739,004	694,681	764,892
Total Materials & Supplies	2,569,686	3,012,615	2,526,533	2,813,735	3,275,955	3,115,729	3,599,261
71 Machinery & Equipment	1,855,000	-	996,306	798,366	-	-	-
72 Equipment	481,290	478,430	286,373	324,653	1,665,484	1,710,064	1,747,410
76 Construction Contracts	-	-	-	-	121,425	121,425	62,288
Total Capital Outlays	2,336,290	478,430	1,282,679	1,123,019	1,786,909	1,831,489	1,809,698
84 Capital Fund Contribution	1,990,000	-	-	-	-	-	-
87 Unfunded Pension Liability	-	-	-	-	2,394,555	-	1,000,000
88 Interfund Transfers - Normal	5,906,791	4,879,534	5,901,053	6,335,415	6,492,696	6,492,696	7,485,281
90 Refunds	244,426	395,886	432,717	181,079	225,200	223,504	225,000
99 Prior Years Commitments	614,628	1,085,613	522,107	1,420,843	-	661,974	-
Total Sundry	8,755,845	6,361,033	6,855,877	7,937,337	9,112,451	7,378,174	8,710,281
Total Expenditures	77,186,562	76,496,239	79,885,211	81,437,230	90,826,636	86,839,295	88,927,745
Annual Fiscal Change						1,243,573	479,035
Closing Balance Less Retriected Funds						943,612	1,422,647

CITY OF ALLENTOWN----- BUREAU RESOURCE SUMMARY ----GENERAL FUND

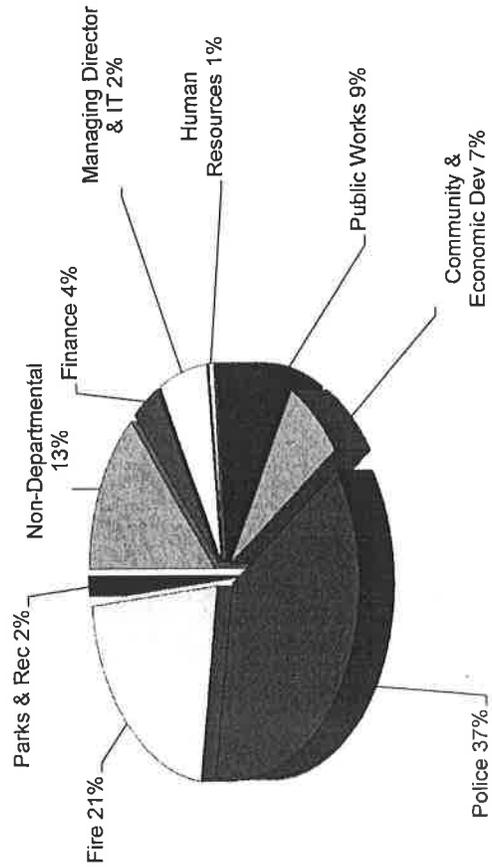
Bureau	Budgeted FT Positions		Personnel & Benefits	Services & Charges	Materials & Supplies	Capital Outlays	Sundry	Total 2012
	2011	2012						
101 Council	10	10	223,867	201,600	600	-	-	426,067
201 Mayor	4	4	348,681	10,282	2,300	-	-	361,263
301 Controller	3	3	230,929	2,150	200	1,900	-	235,179
501 Solicitor	6	6	500,030	112,684	500	-	-	613,214
609 Gen. & Civic	-	-	-	598,323	-	1,391,233	8,485,281	10,474,837
NON-DEPARTMENTAL	23	23	1,303,507	925,039	3,600	1,393,133	8,485,281	12,110,560
602 Finance	33	30	2,281,647	669,269	103,351	68,512.0	200,000	3,322,779
FINANCE	33	30	2,281,647	669,269	103,351	68,512.0	200,000	3,322,779
604/5 Managing Director	51	53	4,449,738	873,962	114,550	31,650	3,800.0	5,473,700
MANAGING DIRECTOR, IT, EMS	51	53	4,449,738	873,962	114,550	31,650	3,800.0	5,473,700
603 Human Res.	6	6	442,322	141,070	700	-	-	584,092
HUMAN RESOURCES	6	6	442,322	141,070	700	-	-	584,092
701 Dir- Public Works	1	1	52,873	4,800	550	-	10,000	68,223
704 Fleet Maint. Oper.	-	-	-	2,114,700	969,050	5,000	-	3,088,750
707 Building Maint.	12	13	934,484	670,960	253,516	2,500	-	1,861,460
716 Streets	17	17	1,207,666	121,350	554,850	9,155	-	1,893,021
807 Traffic Plng. & Con.	8	7	521,740	100,900	65,880	-	-	688,520
809 Street Lighting	-	-	-	554,792	72,750	-	-	627,542
PUBLIC WORKS	38	38	2,716,763	3,567,502	1,916,596	16,655	10,000	8,227,516
802 Police Operations	225	235	29,493,837	195,069	261,944	50,748	-	30,001,598
802 Academy	5	5	530,853	37,210	138,005	1,750	4,000	711,818
802 Anti-Crime Project	-	-	-	245,000	75,000	-	-	320,000
802 Joint Justice Asst Grant	-	-	-	1,182,967	-	-	-	1,182,967
808 Communications	4	4	268,829	433,078	95,610	94,700	-	892,217
POLICE	234	243	30,293,519	2,093,324	570,559	147,198	4,000	33,108,600

CITY OF ALLENTOWN---- BUREAU RESOURCE SUMMARY ---GENERAL FUND

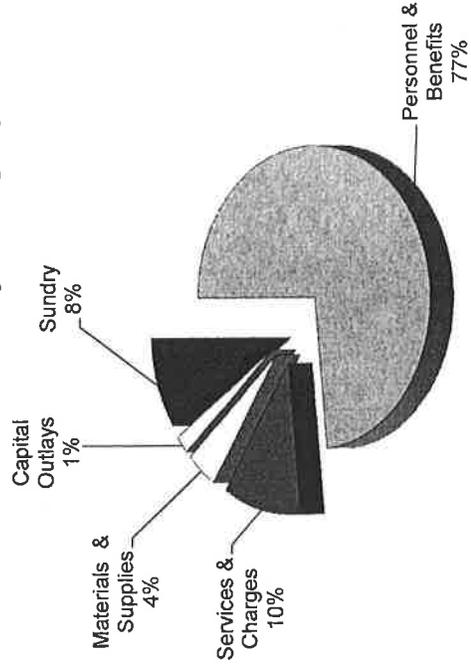
Bureau	Budgeted FT Positions		Personnel & Benefits	Services & Charges	Materials & Supplies	Capital Outlays	Sundry	Total 2012
	2011	2012						
803 Fire	145	145	18,156,438	242,150	690,675	60,000	-	19,149,263
FIRE	145	145	18,156,438	242,150	690,675	60,000	-	19,149,263
901 Dir.- Comm. Dev.	10	4	387,190	231,226	6,000	-	-	624,416
902 Planning & Zoning	10	9	732,719	144,885	2,520	-	2,000	882,124
903 Bldg. Standards	39	28	2,018,873	210,600	9,085	3,800	1,800	2,244,158
807 Health	35	35	2,592,454	179,988	104,966	12,500	900	2,890,808
COMM & ECON DEVELOPMENT	94	77	5,731,236	766,699	122,571	16,300	4,700	6,641,506
905/6 Recreation/Pools	3	3	572,301	235,415	103,359	1,250	2,500	914,825
709 Parks	6	7	457,734	36,350	48,300	-	-	542,384
PARKS & RECREATIONS	9	10	1,030,035	271,765	151,659	1,250	2,500	1,457,209
VACANCY FACTOR			-1,147,478					-1,147,478

GENERAL FUND	632	624	65,257,727	9,550,780	3,674,261	1,734,698	8,710,281	88,927,747
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General Fund By Department



General Fund By Category



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Non-Departmental

This Section Includes

City Council

Office of the Mayor

City Controller

Law

General & Civic

**CITY OF ALLENTOWN
NON-DEPARTMENTAL
GENERAL FUND SUMMARY**

Account Detail	2007	2008	2009	2010	2011	2011	2012	
	Actual	Actual	Actual	Actual	Final Budget	Actual & Estimated	Final Budget	
	Number of Permanent Positions				#	Salaries	#	Salaries
02 PERMANENT WAGES	840,044	878,845	854,703	910,065		937,355		954,948
06 PREMIUM PAY	-	-	-	-		-		1,500
12 FICA	63,860	66,761	64,998	68,396		71,707		73,168
14 PENSION	50,168	49,229	42,533	42,286		51,587		45,823
16 INSURANCE - EMPLOYEE GROUP	180,480	218,024	184,425	196,840		208,005		228,268
Total Personnel	1,134,552	1,212,859	1,146,659	1,217,587		1,268,654		1,303,507
22 TELEPHONE	747	6,659	2,728	-		-		-
26 PRINTING	-	-	145	9		700		700
28 MILEAGE REIMBURSEMENT	-	202	266	568		1,000		1,200
30 RENTALS	-	-	37,029	38,987		50,000		52,000
32 PUBLICATIONS & MEMBERSHIP	52,368	53,245	64,363	78,601		78,119		75,878
34 TRAINING & PROF DEVELOP	10,690	10,327	4,937	6,176		12,950		14,697
38 INS - OTHER EMPLOYEE	65,458	110,510	266,701	189,863		150,000		150,000
40 CIVIC EXPENSES	40,174	53,086	56,285	57,950		68,000		74,500
42 REPAIRS & MAINTENANCE	20,907	1,233	2,128	3,357		7,836		6,326
44 PROFESSIONAL SERVICES FEES	131,101	160,820	120,845	64,970		-		-
46 CONTRACT/SERVICES FEES	-	2,800	7,901	5,340		217,500		479,738
50 OTHER SERVICES & CHARGES	71,817	95,778	32,672	55,572		78,000		70,000
Total Services & Charges	393,262	494,660	596,000	501,393		664,105		925,039
58 OFFICE SUPPLIES	3,114	2,893	590	1,445		-		-
68 OPERATING MATERIAL & SUPPLIES	405	120	18	354		3,750		3,600
Total Materials & Supplies	3,519	3,013	608	1,799		3,750		3,600
71 MACHINERY & EQUIPMENT	1,855,000	-	996,306	798,366		-		-
72 EQUIPMENT	4,026	8,919	-	-		1,013,603		1,393,133
Total Capital Outlays	1,859,026	8,919	996,306	798,366		1,013,603		1,393,133
84 CAPITAL FUND CONTRIBUTION	1,990,000	-	-	-		-		-
87 UNFUNDED PENSION LIABILITY	-	-	-	-		2,394,555		1,000,000
88 INTERFUND TRANSFERS - NORMAL	5,906,791	4,879,534	5,901,053	6,335,415		6,492,696		7,485,281
99 PRIOR YEARS COMMITMENTS	8,934	1,377	2,394	-		-		-
Total Sundry	7,905,725	4,880,911	5,903,447	6,335,415		8,887,251		8,485,281
Total Expenditures	11,296,084	6,600,362	8,643,020	8,854,560		11,837,363		12,110,560

City Council

Mission

To provide a legislative system through which the goals and objectives of the other City service areas can be achieved.

PROGRAM DETAIL

Bureau: City Council	No: 01-0101	Department: City Council	Program: Legislative	No: 0001
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Program Description:

This program carries out the legislative function of government and performs activities related to record keeping. Legislative functions include maintaining lines of communication with citizens, representing the City's interest before other political bodies, developing and evaluating policy, and providing legislative oversight. Record Management includes record keeping, as mandated by law, including keeping of minutes, preparing and retaining legislation, meeting advertising requirements and maintaining the City's Code.

Goal(s):

- To ensure that public funds are used to deliver quality services in the most cost-effective and efficient manner which will make the city of Allentown a better place in which to live, work and play.
- To assist in the facilitation, development and evaluation of city policy.
- To foster citizen awareness, understanding and participation in government.
- To improve communication with other local government agencies representing the City's interest.
- To develop, update and review the records retention system - keeping it cost-effective, efficient, space saving, accessible to the public, and in compliance with Commonwealth laws.

Measurable Budget Year Objectives and Long Range Targets:

- To facilitate and help ensure strategic planning in regard to public safety and financial management.
- To evaluate/develop/facilitate city policy in at least two areas in each of council's committees.
- To maintain open lines of communication with citizens in the establishment of public meetings and attending neighborhood meetings.
- To conduct and give oversight to City business in the review and adoption of ordinances and resolutions.
- To create a forum for intergovernmental cooperation with the school, county, cities and local legislators.
- To secure a grant to facilitate City Council's goals.
- To update and refine code, and post agenda, minutes, ordinances and code on the website.

Impact/Output Measures	2008	2009	2010	2011	2012
	Actual	Actual	Actual	Estimated	Budgeted
Policy Formulation/Evaluation		12	12	10	12
Formation of Two Strategic Plans		2	2	1	2
Attendance at Public Meetings	120	125	125	125	120
Attendance at public events		50	50	50	50
Intergovernmental Meetings		6	6	6	
Ordinances and Resolutions Approve	165	180	180	180	180
Ordinances, Resolutions, Minutes Filed	200	215	215	215	215

CITY OF ALLENTOWN
PROGRAM BUDGET
RESOURCE REQUIREMENTS

FUND 000 GENERAL
DEPT 01 NONDEPARTMENTAL
BUREAU 0101 CITY COUNCIL
PROGRAM 0001 LEGISLATION & RECORDKEEPING

	2007	2008	2009	2010	2011	2011	2012	
	Actual	Actual	Actual	Actual	Final Budget	Actual & Estimated	Final Budget	
Personnel Detail	Number of Permanent Positions				#	Salaries	#	Salaries
00E President of Council	1.0	1.0	1.0	1.0	1.0	6,656	1.0	6,654
00E Councilperson	6.0	6.0	6.0	6.0	6.0	36,972	6.0	36,948
15N City Clerk	1.0	1.0	1.0	1.0	1.0	75,114	1.0	75,101
09N Legislative Analyst	-	-	-	-	1.0	1	-	-
09N Deputy City Clerk	-	-	1.0	1.0	1.0	52,520	1.0	52,510
07N Executive Secretary	1.0	1.0	-	-	-	-	-	-
Total Positions	9.0	9.0	9.0	9.0	10.0		9.0	10.0
Account Detail								
02 PERMANENT WAGES	165,771	170,064	168,115	167,157	171,263	171,213	173,161	
12 FICA/MEDICARE	12,616	12,882	12,734	12,545	13,102	13,102	13,247	
14 PENSION	6,689	6,154	5,671	6,128	7,531	7,531	6,612	
16 INSURANCE - EMPLOYEE GRP	24,064	30,442	24,590	26,600	28,300	28,300	30,847	
Personnel	209,140	219,542	211,110	212,430	220,196	220,146	223,867	
22 TELEPHONE	747	6,659	2,728	-	-	-	-	
26 PRINTING	-	-	-	9	300	100	300	
28 MILEAGE REIMBURSEMENT	-	-	-	92	300	100	300	
32 PUBLICATION & MEMBERSHIP	65	-	-	-	500	100	500	
34 TRAINING & PROF. DEVELOPMENT	25	762	305	1,380	4,000	2,000	4,000	
40 CIVIC EXPENSES	-	-	-	-	-	8,000	1,500	
42 REPAIRS & MAINTENANCE	-	851	851	851	1,500	5,000	-	
44 PROF. SERVICE FEES	65,820	91,717	83,986	31,675	-	-	-	
46 CONTRACT/SERVICE FEES	-	2,800	-	4,395	150,000	81,000	175,000	
50 OTHER SERVICES & CHARGES	5,674	4,498	6,488	6,540	20,000	7,999	20,000	
Services & Charges	72,331	107,287	94,358	44,942	176,600	104,299	201,600	
58 OFFICE SUPPLIES	675	853	59	406	-	-	-	
68 OPERATING MATERIALS & SUPPLIES	-	89	-	336	600	300	600	
Materials & Supplies	675	942	59	742	600	300	600	
72 EQUIPMENT	88	6,897	-	-	-	-	-	
Capital Outlays	88	6,897	-	-	-	-	-	
99 PRIOR YEARS COMMITMENTS	8,934	-	-	-	-	-	-	
Sundry	8,934	-	-	-	-	-	-	
TOTAL CITY COUNCIL	291,168	334,668	305,527	258,114	397,396	324,745	426,067	

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Office of the Mayor

Mission

To promote community vitality through open, creative, and effective executive leadership. Providing for the highest level of services which are responsive to the health, safety, and general welfare needs of the community. The Office of the Mayor will maintain the highest level of commitment to moral and ethical conduct while striving to improve the quality of life of all citizens.

PROGRAM DETAIL

Bureau: Mayor	No: 01-0201	Department: Office of the Mayor	Program: Executive Management	No: 0001
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Program Description:

This program is the responsibility of the Executive Branch of City government, which includes the supervision of all departments that deal with the health, safety, and the general welfare of the citizens of the community. Responsibilities of the department include the consideration of legislation and co-execution of all bonds, notes, contracts, and written obligations with City Council and the City Controller. The Communication Coordinator to the Mayor serves as a liaison for Administration policy, information services and website coordination. The Special Assistant to the Mayor serves as a liaison on the Human Relations Commission for complaint handling and representation at monthly meetings, as well as serving on the State Human Relations Commission. Also serves as a representative of the Mayor in community functions, programs, project development and education and training programs. This is a bi-lingual (preferred) position which also deals with constituent services and resident complaint handling.

Goal(s):

To provide high quality executive management of the government by providing direction for program administration and delivery of services.

To represent the City's interest on City, County, State and Federal levels of government.

In addition to improving services and emphasizing public safety, along with economic development, the revitalization of downtown must be addressed as City Policy.

Measurable Budget Year Objectives and Long Range Targets:

- To maintain open lines of communications with the general public as well as the business, industrial, labor, cultural and education sectors, and social service agencies of the community and other levels of government, in order to facilitate identification of needs and delivery of services to meet these needs.
- To foster a closer relationship with Federal, State, and other local governmental entities and elected officials as well as civic and social organizations in efforts to coordinate and strengthen delivery of services.
- To maintain and improve City services for all citizens while emphasizing responsible fiscal management.
- To analyze the storage of City records and make recommendations for improvement.
- To coordinate web page, promotional, educational, and informational guides and brochures and City services.
- Coordination of Authorities, Boards and Commissions appointments.
- Coordination of web-site development.
- Constituent services and complaint handling.
- Serve as a liaison with the Health Bureau performing outreach services.
- Response to citizens from website inquiries.
- Human Relations complaint handling and representation at monthly meetings.

Impact/Output Measures	2008	2009	2010	2011	2012
	Actual	Estimated	Budgeted	Estimated	Budgeted
Number of contacts:					
General Public	8,000	10,500	11,000	11,200	11,500
Business, Industry & Labor	750	850	950	975	1,000
Federal & State	750	850	925	950	950
Other Local	700	800	875	900	900
Elected Officials	350	500	550	575	600
Staff	1,500	2,000	2,000	2,000	
Meetings to: Coordinate expansion of City's Web Page on the Internet	100	150	150	150	150
Increase local, regional, and national awareness of Allentown	400	750	825	850	900
Human Relations Activities – DCR's	N/A	N/A	N/A	750	750
Code Enforcement violations/landlord tenant	N/A	N/A	N/A	600	600
Human Relations Commission Activities	N/A	N/A	N/A	45	45
Website Inquiries	N/A	N/A	N/A	675	675

**CITY OF ALLENTOWN
PROGRAM BUDGET
RESOURCE REQUIREMENTS**

FUND 000 GENERAL
DEPT 01 NONDEPARTMENTAL
BUREAU 0201 OFFICE OF THE MAYOR
PROGRAM 0001 EXECUTIVE MANAGEMENT

		2007	2008	2009	2010	2011	2011	2012	
		Actual	Actual	Actual	Actual	Final Budget	Actual & Estimated	Final Budget	
Personnel Detail		Number of Permanent Positions				#	#	#	
		Salaries	Salaries	Salaries	Salaries	Salaries	Salaries	Salaries	
00E	Mayor	1.0	1.0	1.0	1.0	1.0	95,000	1.0	95,000
10N	Comm Coordinator	1.0	1.0	1.0	1.0	1.0	53,690	1.0	54,626
10N	Human Rel Off/Spec Asst	-	-	-	0.8	0.7	39,924	0.8	46,334
10N	Special Asst to the Mayor	1.0	1.0	1.0	-	-	-	-	-
10N	Exec Secretary to Mayor	1.0	1.0	1.0	1.0	1.0	60,944	1.0	61,828
Total Positions		4.0	4.0	4.0	3.8	3.7	3.7	3.8	
Account Detail									
02	PERMANENT WAGES	212,316	225,702	224,210	253,838	249,558	249,623	257,788	
12	FICA/MEDICARE	16,240	17,229	17,108	19,172	19,091	19,096	19,721	
14	PENSION	13,378	12,307	11,342	11,644	13,932	13,931	12,563	
16	INSURANCE - EMPLOYEE GROUP	48,128	54,506	49,180	50,540	52,355	52,355	58,609	
Personnel		290,062	309,744	301,840	335,194	334,936	335,005	348,681	
26	PRINTING	-	-	145	-	400	400	400	
32	PUBLICATIONS & MEMBERSHIP	952	908	665	655	685	645	645	
34	TRAINING & PROF DEVELOP	4,582	6,346	1,578	2,472	3,750	3,647	5,647	
40	CIVIC EXPENSES	174	-	-	-	-	-	-	
42	REPAIRS & MAINTENANCE	20,907	382	341	446	900	890	890	
44	PROFESSIONAL SERVICES FEES	677	1,259	2,730	2,791	-	-	-	
46	CONTRACT/SERVICES FEES	-	-	-	-	500	500	2,500	
50	OTHER SERVICES & CHARGES	-	-	-	-	200	200	200	
Services & Charges		27,292	8,895	5,459	6,364	6,435	6,282	10,282	
58	OFFICE SUPPLIES	2,004	1,385	394	825	-	-	-	
68	OPERATING MATERIAL & SUPPLIES	405	31	18	18	2,300	2,300	2,300	
Materials & Supplies		2,409	1,416	412	843	2,300	2,300	2,300	
72	EQUIPMENT	3,938	-	-	-	-	-	-	
Capital Outlays		3,938	-	-	-	-	-	-	
TOTAL	OFFICE OF THE MAYOR	323,701	320,055	307,711	342,401	343,671	343,587	361,263	

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City Controller

Mission

To insure that all City revenues are collected properly and efficiently, that all City expenses are incurred judiciously and prudently and that all the financial affairs of the City are handled in the best long term interest of the citizens.

PROGRAM DETAIL

Bureau: City Controller	No: 01-0301	Department: City Controller	Program: Audit & Compliance	No: 0001
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Program Description:

This program provides financial oversight of the City government and related authorities, boards and commissions. The Controller also acts as secretary of the City pension boards.

Goal(s):

- To provide independent oversight of the City's financial affairs
- To perform financial audits of City departments, authorities, boards and commissions as selected by the department or as requested by the Mayor and/or City Council
- To perform the pension boards activities efficiently
- To answer citizen questions and concerns regarding City's finances

Measurable Budget Year Objectives and Long Range Targets:

- Perform regular audits of revenue and expense channels
- Perform additional audits of City authorities

**CITY OF ALLENTOWN
PROGRAM BUDGET
RESOURCE REQUIREMENTS**

FUND 000 GENERAL
DEPT 01 NONDEPARTMENTAL
BUREAU 0301 CITY CONTROLLER
PROGRAM 0001 AUDIT AND COMPLIANCE

	2007	2008	2009	2010	2011		2011		2012	
	Actual	Actual	Actual	Actual	Final Budget	Final Budget	Actual & Estimated	Actual & Estimated	Final Budget	Final Budget
Personnel Detail										
	Number of Permanent Positions				#	Salaries	#	Salaries	#	Salaries
00E Controller	1.0	1.0	1.0	1.0	1.0	49,892	1.0	49,893	1.0	49,892
12N Internal Auditor	0.0	0.0	0.0	2.0	2.0	113,708	2.0	105,095	2.0	115,502
13N Deputy Controller	1.0	1.0	1.0	-	-	-	-	-	-	-
05N Auditor/Examiner	1.0	1.0	1.0	-	-	-	-	-	-	-
Total Positions	3.0	3.0	3.0	3.0	3.0		3.0		3.0	
Account Detail										
02 PERMANENT WAGES	142,279	145,397	119,915	141,552		163,600		154,988		165,394
12 FICA/MEDICARE	10,724	11,016	9,138	10,622		12,515		11,857		12,653
14 PENSION	10,034	12,307	8,506	6,128		7,531		7,531		6,612
16 INSURANCE - EMPLOYEE GROUP	36,096	54,506	36,885	39,900		42,450		42,450		46,271
Personnel	199,133	223,226	174,444	198,202		226,096		216,826		230,929
28 MILEAGE	-	-	-	-		200		200		400
32 PUBLICATIONS & MEMBERSHIP	65	-	-	200		400		-		200
34 TRAINING & PROF DEVELOP	4,784	789	2,106	669		1,200		1,000		1,050
46 CONTRACT/SERVICES FEES	-	-	7,901	945		2,000		1,000		500
Services & Charges	4,849	789	10,007	1,814		3,800		2,200		2,150
58 OFFICE SUPPLIES	-	213	21	154		-		-		-
68 OPERATING MATERIAL & SUPPLIES	-	-	-	-		350		150		200
Materials & Supplies	-	213	21	154		350		150		200
72 EQUIPMENT	-	1,965	-	-		1,900		500		1,900
Capital Outlays	-	1,965	-	-		1,900		500		1,900
99 PRIOR YEARS COMMITMENTS	-	80	2,394	-		-		-		-
Sundry	-	80	2,394	-		-		-		-
TOTAL CITY CONTROLLER	203,982	226,273	186,866	200,170		232,146		219,676		235,179

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Law

Mission

To provide a comprehensive range of legal services to the Mayor, City Council, City Controller, and all City Departments, Bureaus, and Commissions in an effective manner, through which the goals and objectives of the aforementioned City policy makers and services can be achieved.

PROGRAM DETAIL

Bureau: Law	No: 05-0501	Department: Non-Departmental	Program: Legal Services	No: 0001
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Program Description:

This program provides for a complete spectrum of legal services to the Mayor, City Council, City Controller, all City Departments, Bureaus, Commissions, Boards and Agencies, as well as to the Public. The in-house professional staff consists of three full-time attorneys and one part-time attorney. Retained counsel are selected on merit, when special expertise is required. There continues to be an overwhelming increase in the demand upon the Law Office for service, including but not limited to litigation defense, litigation prosecution, and traditional functions, including labor-related matters, and processing all requests for public information under the State Right-to-Know Law. The City's Audit Program has substantially increased the need for collection-related litigation.

Goal(s):

To provide high quality legal assistance and information to City policymakers and staff in order to minimize the City's liability exposure and increase the information base for decision-making.

Measurable Budget Year Objectives and Long Range Targets:

To continue to provide litigation services to include:

Anti-Trust Matters	Negligence Actions	Appeals - Appellate Courts
Occupational Disease Cases	Assessment Appeals (Reassessment)	Ordinance Violations
Civil Rights Actions	Police Improprieties (Alleged)	Contract Actions
Sexual Harassment Cases	Declaratory Judgments	Summary Appeals
Defamation Actions	Summary Offenses	Discrimination Charges
Tax Collection Cases	District Justice Hearings	Trials
Equity Suits	Unemployment Compensation Cases	Intentional Misconduct
Water Damage Matters	Land Use Appeals	Water Disconnection Matters
Litigation Arising from Tax Audits	Workers' Compensation Matters	Local Agency Hearings
Zoning Appeals	Local Agency Appeals	Miscellaneous
Mandamus Suits	Grievance Arbitrations	Unfair Labor Practice Matters

Impact/Output Measures	2008 Actual	2009 Actual	2010 Actual	2011 Estimated	2012 Budgeted
Arbitrations	50	55	55	50	25
Assessment Appeals	55	60	60	60	60
Contracts/Agreements	600	630	600	650	650
District Justice Cases	75	80	80	75	95
General/Miscellaneous Services	800	840	875	875	900
Liens - Filed, Revived, Satisfied	3,200	3,360	3,360	3,360	3,400
Litigation	50	55	55	55	55
Meetings Attended	500	525	575	600	650
Notices of Claim	45	50	50	50	55
Opinions (Formal/Informal)	500	525	575	600	625
Ordinances/Resolutions	45	50	55	55	55
Proof of Claims	70	75	75	50	50
Property Transactions	40	45	60	60	60
Public Information Requests	54	120	300	400	500
Requests for Information/Advice	3,250	3,400	3,400	3,400	3,400
Summary Appeals	30	35	35	35	40
Tax Collection Lawsuits	30	35	35	35	35
Unfair Labor Practice Matters	5	15	10	10	10

**CITY OF ALLENTOWN
PROGRAM BUDGET
RESOURCE REQUIREMENTS**

FUND 000 GENERAL
DEPT 01 NONDEPARTMENTAL
BUREAU 0501 LAW
PROGRAM 0001 LEGAL SERVICES

	2007	2008	2009	2010	2011	2011	2012
	Actual	Actual	Actual	Actual	Final Budget	Actual & Estimated	Final Budget
Personnel Detail	Number of Permanent Positions						
					#	#	#
20A City Solicitor (PT)	1.0	1.0	1.0	1.0	1.0	1.0	1.0
18N Assoc City Solicitor	-	-	-	-	1.0	1.0	1.0
17N Assoc City Solicitor	1.0	1.0	1.0	1.0	-	-	-
17N Asst City Solicitor	-	-	-	-	1.7	1.7	2.0
16N Asst City Solicitor	2.0	2.0	2.0	2.0	-	-	-
07N Exec Legal Admin Asst	-	-	-	-	1.0	1.0	1.0
07N Executive Secretary	1.0	1.0	1.0	-	-	-	-
05N Legal Administrative Asst	-	-	-	1.0	1.0	1.0	1.0
05N Clerk 3 Confidential	1.0	1.0	1.0	-	-	-	-
Total Positions	6.0	6.0	6.0	6.0	5.7	5.7	6.0
Account Detail							
02 PERMANENT WAGES	319,678	337,682	342,463	347,518	332,578	320,090	358,605
06 PREMIUM PAY	-	-	-	-	-	-	1,500
12 FICA/MEDICARE	24,280	25,634	26,018	26,057	25,442	24,487	27,548
14 PENSION	20,067	18,461	17,014	18,386	21,463	21,463	19,836
16 INSURANCE - EMPLOYEE GROUP	72,192	78,570	73,770	79,800	80,655	80,655	92,541
Personnel	436,217	460,347	459,265	471,761	460,138	446,695	500,030
28 MILEAGE REIMBURSEMENT	-	202	266	476	500	500	500
32 PUBLICATIONS & MEMBERSHIP	12,726	10,537	14,466	14,961	12,749	12,750	10,748
34 TRAINING & PROF DEVELOP	1,299	2,430	948	1,655	4,000	4,000	4,000
42 REPAIRS & MAINTENANCE	-	-	936	2,060	5,436	4,950	5,436
44 PROFESSIONAL SERVICES FEES	42,700	43,094	34,129	30,504	-	-	-
46 CONTRACT/SERVICES FEES	-	-	-	-	50,000	30,000	65,000
50 OTHER SERVICES & CHARGES	17,324	41,205	7,597	31,008	35,000	30,000	27,000
Services & Charges	74,049	97,468	58,342	80,664	107,685	82,200	112,684
58 OFFICE SUPPLIES	435	442	116	60	-	-	-
68 OPERATING MATERIAL & SUPPLIES	-	-	-	-	500	500	500
Materials & Supplies	435	442	116	60	500	500	500
72 EQUIPMENT	-	57	-	-	-	-	-
Capital Outlays	-	57	-	-	-	-	-
99 PRIOR YEARS COMMITMENTS	-	1,297	-	-	-	-	-
Sundry	-	1,297	-	-	-	-	-
TOTAL	510,701	559,611	517,723	552,485	568,323	529,395	613,214

**CITY OF ALLENTOWN
PROGRAM BUDGET
RESOURCE REQUIREMENTS**

FUND 000 GENERAL
DEPT 01 NONDEPARTMENTAL
BUREAU 0501 LAW
PROGRAM 0002 HUD LEGAL SERVICES

		2007 Actual	2008 Actual	2009 Actual	2010 Actual	2011 Final Budget	2011 Actual & Estimated	2012 Final Budget	
		Number of Permanent Positions				#	Salaries	#	Salaries
Personnel Detail									
17N	Asst City Solicitor	-	-	-	-	0.3	20,356	0.3	32,870
	Total Positions	-	-	-	-	0.3			
Account Detail									
02	PERMANENT WAGES	-	-	-	-	20,356	32,870	-	
12	FICA	-	-	-	-	1,557	2,515	-	
14	PENSION	-	-	-	-	1,130	1,130	-	
16	INSURANCE - EMPLOYEE GROUP	-	-	-	-	4,245	4,245	-	
	Personnel	-	-	-	-	27,288	40,759	-	
46	CONTRACT/SERVICES FEES	-	-	-	-	15,000	7,500	-	
	Services & Charges	-	-	-	-	15,000	7,500	-	
TOTAL	HUD LEGAL SERVICES	-	-	-	-	42,288	48,259	-	

General & Civic

Mission

To provide financial support systems through which the goals and objectives of the other City service areas can be achieved.

PROGRAM DETAIL

Bureau: General and Civic	No: 02-0609	Department: Non-Departmental	Program: General and Civic	No: 0001
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Program Description:

This program exists to capture the payment of general expenditures and inter-fund transfers not allocated to bureau programs. City contributions to various local civic agencies are funded and distributed through this budgetary program. In addition, General Obligation debt expense and General Fund support for the Equipment Fund is budgeted in this program.

Goal(s):

To provide for timely payment of centralized expenditures and processing of inter-fund transfers in support of bureau activities.

Measurable Budget Year Objectives and Long Range Targets:

- To support local civic agencies whose activities provide a service to the citizens of Allentown and improve the quality of life in the community.
- To support selected membership in national and state organizations (i.e., Pennsylvania League of Cities).
- To provide for timely payment of unemployment insurance benefits.
- To fund the General Fund's portion of workers' compensation and property/casualty liability administered by the Risk Management Fund.
- To allocate the funding for the Equipment Fund expenditures.
- To allocate the funding for General Obligation Debt Service payments.
- To allocate the funding for General Fund contributions to the Capital Fund.

CITY OF ALLENTOWN
PROGRAM BUDGET
RESOURCE REQUIREMENTS

FUND 000 GENERAL
DEPT 01 NONDEPARTMENTAL
BUREAU 0609 GENERAL AND CIVIC
PROGRAM 0001 GENERAL AND CIVIC

	2007	2008	2009	2010	2011	2011	2012
	Actual	Actual	Actual	Actual	Final Budget	Actual & Estimated	Final Budget
Personnel Detail	Number of Permanent Positions						
					#	#	#
Total Positions	-	-	-	-	-	-	-
Account Detail							
30 RENTALS	-	-	37,029	38,987	50,000	50,000	52,000
32 PUBLICATIONS & MEMBERSHIP	38,560	41,800	49,232	62,785	63,785	63,785	63,785
38 INS - OTHER EMPLOYEE	65,458	110,510	266,701	189,863	150,000	150,000	150,000
40 CIVIC EXPENSES	40,000	53,086	56,285	57,950	68,000	68,000	73,000
44 PROFESSIONAL SERVICES FEES	21,904	24,750	-	-	-	-	-
46 CONTRACT/SERVICES FEES	-	-	-	-	-	36,738	236,738
50 OTHER SERVICES & CHARGES	48,819	50,075	18,587	18,024	22,800	22,800	22,800
Services & Charges	214,741	280,221	427,834	367,609	354,585	391,323	598,323
71 MACHINERY & EQUIPMENT	1,855,000	-	996,306	798,366	-	-	-
72 EQUIPMENT	-	-	-	-	1,011,703	1,011,703	1,391,233
Capital Outlays	1,855,000	-	996,306	798,366	1,011,703	1,011,703	1,391,233
84 CAPITAL FUND CONTRIBUTION	1,990,000	-	-	-	-	-	-
87 UNFUNDED PENSION LIABILITY	-	-	-	-	2,394,555	-	1,000,000
88 INTERFUND TRANSFERS-NORMAL	5,906,791	4,879,534	5,901,053	6,335,415	6,492,696	6,492,696	7,485,281
Sundry	7,896,791	4,879,534	5,901,053	6,335,415	8,887,251	6,492,696	8,485,281
TOTAL GENERAL AND CIVIC	9,966,532	5,169,755	7,325,193	7,501,390	10,253,539	7,895,722	10,474,837

2012 Civic Expenses (40)

Parades	5,000
Fireworks	20,000
Concerts/Bands	30,000
Lehigh County Senior Citizens	15,000
Liberty Bell Shrine of Allentown	500
Veterans of Wars	2,500
Total	73,000

Interfund Transfers to (88)

Risk Management Fund	1,300,000
Debt Service Fund	5,785,281
E-9-1-1 Fund	400,000
Total	7,485,281

Ins - Other Employee (38)

Unemployment Insurance Benefits	150,000
Total	150,000

Equipment (72)

Transfer - Equipment Fund	1,391,233
Total	1,391,233

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