

**CITY OF ALLENTOWN
PROGRAM BUDGET**

**000 GENERAL
01 NONDEPARTMENTAL
0101 CITY COUNCIL
0001 LEGISLATION & RECORDKEEPING**

Account Number	2018 Budget	2018 Adj. Budget	2018 A&E	2019 Budget
0001-02 PERMANENT WAGES	196,430	196,430	196,430	245,492
0001-04 TEMPORARY WAGES	25,000	25,000	0	0
0001-08 LONGEVITY	2,484	2,484	2,484	2,588
0001-12 FICA	17,129	17,129	17,129	18,978
Line Item Detail				
1 FICA				18,978.12
		Line Items Total		18,978.12
0001-14 PENSION	13,018	13,018	13,018	23,962
Line Item Detail				
1 MMO				23,962.29
		Line Items Total		23,962.29
0001-16 INSURANCE - EMPLOYEE GRP	46,426	46,426	46,426	75,291
Line Item Detail				
1 INS				75,291.00
		Line Items Total		75,291.00
0001-26 PRINTING	300	300	0	3,000
Line Item Detail				
1 Copier Usage				3,000.00
		Line Items Total		3,000.00
0001-28 MILEAGE REIMBURSEMENT	300	300	0	300
Line Item Detail				
1 Mileage Reimbursement Expense				300.00
		Line Items Total		300.00
0001-32 PUBLICATIONS & MEMBERSHIP	485	485	0	485
Line Item Detail				
1 Publications and membership service fees				485.00
		Line Items Total		485.00
0001-34 TRAINING & PROF. DEVELOP	4,000	4,000	323	5,000
Line Item Detail				

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01 NONDEPARTMENTAL
0101 CITY COUNCIL
0001 LEGISLATION & RECORDKEEPING**

Account Number	2018 Budget	2018 Adj. Budget	2018 A&E	2019 Budget
Line Item Detail				
1 Training and Professional Development Services				5,000.00
		Line Items Total		5,000.00
0001-40 CIVIC EXPENSES	11,500	11,500	0	1,500
Line Item Detail				
1 Civic Expenses				1,500.00
		Line Items Total		1,500.00
0001-46 OTHER CONTRACT SERVICES	301,000	298,000	90,000	193,500
Line Item Detail				
1 Other contract services including: City annual audit				143,500.00
2 Contingency funds for legal and other consulting services				50,000.00
		Line Items Total		193,500.00
0001-50 OTHER SERVICES & CHARGES	7,000	10,000	7,000	12,500
Line Item Detail				
1 Other Services & Charges including: Legal Ads City Council Photography Watson Skinner Memorial Award				6,500.00
2 Advertising of legal ads.				6,000.00
		Line Items Total		12,500.00
0001-56 UNIFORMS	0	400	0	0
0001-68 OPERATING MATERIALS & SUPP	1,200	800	268	700
Line Item Detail				
1 Operating Materials & Supplies				350.00
2 Office Supplies				350.00
		Line Items Total		700.00
0001-72 EQUIPMENT	0	7,150	7,150	7,150
Line Item Detail				
1 Equipment				7,150.00
		Line Items Total		7,150.00

**CITY OF ALLENTOWN
PROGRAM BUDGET**

000	GENERAL				
01	NONDEPARTMENTAL				
0101	CITY COUNCIL				
Total	LEGISLATION & RECORDKEEPING	626,272	633,422	380,228	590,446

**CITY OF ALLENTOWN
PROGRAM BUDGET**

**000 GENERAL
01 NONDEPARTMENTAL
0201 OFFICE OF THE MAYOR
0001 EXECUTIVE MANAGEMENT**

Account Number	2018 Budget	2018 Adj. Budget	2018 A&E	2019 Budget
0001-02 PERMANENT WAGES	516,350	516,350	516,350	528,966
Line Item Detail				
1 Adjustment to bring the Mayor's position to \$95,000.				-4.00
		Line Items Total		-4.00
0001-04 TEMPORARY WAGES	20,000	20,000	0	20,000
Line Item Detail				
1 Part-time clerk				20,000.00
		Line Items Total		20,000.00
0001-08 LONGEVITY	2,874	2,874	2,874	3,241
0001-12 FICA	41,251	41,251	41,251	41,251
Line Item Detail				
1 FICA				41,250.64
		Line Items Total		41,250.64
0001-14 PENSION	45,563	45,563	45,563	55,912
Line Item Detail				
1 MMO				55,912.01
		Line Items Total		55,912.01
0001-16 INSURANCE - EMPLOYEE GRP	162,491	162,491	162,491	175,679
Line Item Detail				
1 INS				175,679.00
		Line Items Total		175,679.00
0001-22 TELEPHONE	0	0	0	1,000
Line Item Detail				
1 Internet Service for Cultural Center				1,000.00
		Line Items Total		1,000.00
0001-26 PRINTING	5,250	5,250	300	5,000
Line Item Detail				
1 Printer Usage per IT				5,000.00
		Line Items Total		5,000.00
0001-30 RENTALS	0	9,000	9,000	10,800

**CITY OF ALLENTOWN
PROGRAM BUDGET**

**000 GENERAL
01 NONDEPARTMENTAL
0201 OFFICE OF THE MAYOR
0001 EXECUTIVE MANAGEMENT**

Account Number	2018 Budget	2018 Adj. Budget	2018 A&E	2019 Budget
Line Item Detail				
1 This office pays for rental at the Cultural Center at Alliance Hall. The charge is \$900 a month.				10,800.00
		Line Items Total		10,800.00
0001-32 PUBLICATIONS & MEMBERSHIP	1,850	1,850	60	2,750
Line Item Detail				
1 Various city-related issues. Membership for "Foundation Directory On-line" for grant management.				1,850.00
2 ICMA Membership				900.00
		Line Items Total		2,750.00
0001-34 TRAINING & PROF. DEVELOP	12,000	4,500	2,000	12,000
Line Item Detail				
1 Mayor will be attending various meetings for the PA Municipal League, United States Conference of Mayors, National League of Cities during the year. Many miscellaneous meetings are held in Harrisburg and Washington, D.C. relating to government procedures, legislative issues, developmental planning, etc. that the Mayor attends.				12,000.00
		Line Items Total		12,000.00
0001-46 OTHER CONTRACT SERVICES	10,000	5,000	1,200	5,000
Line Item Detail				
1 This account is used at the discretion of the Mayor to provide various professional services for the city.				5,000.00
		Line Items Total		5,000.00
0001-50 OTHER SERVICES & CHARGES	6,000	4,500	2,000	4,000
Line Item Detail				
1 Miscellaneous expenses				4,000.00
		Line Items Total		4,000.00
0001-68 OPERATING MATERIALS & SUPP	2,500	2,500	2,500	2,500
Line Item Detail				
1 This account is used for daily operating materials and supplies in the office.				2,500.00
		Line Items Total		2,500.00
Total EXECUTIVE MANAGEMENT	826,129	821,129	785,589	868,099

**CITY OF ALLENTOWN
PROGRAM BUDGET**

**000 GENERAL
01 NONDEPARTMENTAL
0301 CITY CONTROLLER
0001 AUDIT AND COMPLIANCE**

Account Number	2018 Budget	2018 Adj. Budget	2018 A&E	2019 Budget
0001-02 PERMANENT WAGES	122,694	122,694	122,694	124,878
0001-04 TEMPORARY WAGES	13,500	13,500	10,000	15,000
Line Item Detail				
1 Part-time Clerk				15,000.00
		Line Items Total		15,000.00
0001-08 LONGEVITY	422	422	422	526
0001-12 FICA	10,451	10,451	10,451	10,741
Line Item Detail				
1 FICA				10,740.91
		Line Items Total		10,740.91
0001-14 PENSION	6,509	6,509	6,509	7,987
Line Item Detail				
1 MMO				7,987.43
		Line Items Total		7,987.43
0001-16 INSURANCE - EMPLOYEE GRP	46,426	46,426	46,426	50,194
Line Item Detail				
1 INS				50,194.00
		Line Items Total		50,194.00
0001-26 PRINTING	300	300	100	250
Line Item Detail				
1 Printer Usage per IT				250.00
		Line Items Total		250.00
0001-28 MILEAGE REIMBURSEMENT	100	100	24	100
Line Item Detail				
1 Mileage reimbursement for travel to outside bureaus for audits				100.00
		Line Items Total		100.00
0001-32 PUBLICATIONS & MEMBERSHIP	700	815	620	700
Line Item Detail				
1 Memberships and subscriptions for AuditNet; Institute of Internal Auditors; and, Association of Local Government Auditors				700.00

**CITY OF ALLENTOWN
PROGRAM BUDGET**

**000 GENERAL
01 NONDEPARTMENTAL
0301 CITY CONTROLLER
0001 AUDIT AND COMPLIANCE**

Account Number	2018 Budget	2018 Adj. Budget	2018 A&E	2019 Budget
		Line Items Total		700.00
0001-34 TRAINING & PROF. DEVELOP	1,600	1,985	1,925	1,600
Line Item Detail				
1 ACL Training Webinars, Local Institute of Internal Auditors, and GFOA seminars				1,600.00
		Line Items Total		1,600.00
0001-46 OTHER CONTRACT SERVICES	700	700	595	700
Line Item Detail				
1 Annual ACL Software Support Contract				700.00
		Line Items Total		700.00
0001-50 OTHER SERVICES & CHARGES	1,200	700	250	1,200
Line Item Detail				
1 Funds to support the Intern Program				1,200.00
		Line Items Total		1,200.00
0001-68 OPERATING MATERIALS & SUPP	750	750	11	750
Line Item Detail				
1 Office supplies as needed throughout the year and office furniture.				750.00
		Line Items Total		750.00
Total AUDIT AND COMPLIANCE	205,352	205,352	200,027	214,626

**CITY OF ALLENTOWN
PROGRAM BUDGET**

**000 GENERAL
01 NONDEPARTMENTAL
0501 LAW
0001 LEGAL SERVICES**

Account Number	2018 Budget	2018 Adj. Budget	2018 A&E	2019 Budget
0001-02 PERMANENT WAGES	470,912	470,912	470,912	479,362
0001-04 TEMPORARY WAGES	39,000	39,000	39,000	39,000
Line Item Detail				
1 Part-time Solicitors				39,000.00
		Line Items Total		39,000.00
0001-08 LONGEVITY	634	634	634	738
0001-12 FICA	39,057	39,057	39,057	39,057
Line Item Detail				
1 FICA				39,056.77
		Line Items Total		39,056.77
0001-14 PENSION	45,563	45,563	45,563	55,912
Line Item Detail				
1 MMO				55,912.01
		Line Items Total		55,912.01
0001-15 Employee - Health Insurance Opt Out	0	0	1,500	1,500
Line Item Detail				
1 Medical Opt Out Adj				-8.00
		Line Items Total		-8.00
0001-16 INSURANCE - EMPLOYEE GRP	162,491	162,491	162,491	175,679
Line Item Detail				
1 INS				175,679.00
		Line Items Total		175,679.00
0001-26 PRINTING	2,304	523	25	2,300
Line Item Detail				
1 Printer usage				2,300.00
		Line Items Total		2,300.00
0001-28 MILEAGE REIMBURSEMENT	500	500	0	600
Line Item Detail				
1 Mileage Toll & Travel (CLE/Court)				600.00
		Line Items Total		600.00

**CITY OF ALLENTOWN
PROGRAM BUDGET**

**000 GENERAL
01 NONDEPARTMENTAL
0501 LAW
0001 LEGAL SERVICES**

Account Number	2018 Budget	2018 Adj. Budget	2018 A&E	2019 Budget
0001-32 PUBLICATIONS & MEMBERSHIP	20,700	20,700	16,000	12,750
Line Item Detail				
1 Lexis Advance Legal Research				7,045.84
2 Bar Association Membership (PT)				500.00
3 Bar Association Membership (FT)				1,500.00
4 PA Attorney License Fees (PT)				225.00
5 PA Attorney License Fees (FT)				675.00
6 Lehigh County System Access Fee				300.00
7 PACER				100.00
8 Center for Education & Employee Law				125.00
9 Westlaw Legal Research Books				764.16
10 Bar Association Inn of Court Membership				125.00
11 Paralegal certification and membership				190.00
12 IMLA Membership				1,200.00
		Line Items Total		12,750.00
0001-34 TRAINING & PROF. DEVELOP	3,396	3,396	1,800	3,695
Line Item Detail				
1 Annual CLE Requirements				1,750.00
2 BALC Continuing Legal Education CAP card				1,745.00
3 Paralegal continuing education requirements				200.00
		Line Items Total		3,695.00
0001-42 REPAIRS & MAINTENANCE	600	600	200	0
Line Item Detail				
1				
		Line Items Total		
0001-44 LEGAL SERVICES	0	0	0	65,000
Line Item Detail				
1 Outside Legal Counsel				65,000.00
		Line Items Total		65,000.00
0001-46 OTHER CONTRACT SERVICES	28,000	28,000	28,000	0

**CITY OF ALLENTOWN
PROGRAM BUDGET**

**000 GENERAL
01 NONDEPARTMENTAL
0501 LAW
0001 LEGAL SERVICES**

Account Number	2018 Budget	2018 Adj. Budget	2018 A&E	2019 Budget
0001-50 OTHER SERVICES & CHARGES	46,200	46,200	18,000	8,000
Line Item Detail				
1 Court Fees				8,000.00
		Line Items Total		8,000.00
0001-68 OPERATING MATERIALS & SUPP	5,500	2,000	1,000	3,500
Line Item Detail				
1 Office Supplies not stocked internally				1,000.00
2 Right-to-Know Program Software				2,500.00
		Line Items Total		3,500.00
0001-72 EQUIPMENT	0	5,281	5,281	0
Total LEGAL SERVICES	864,857	864,857	829,463	887,093

**CITY OF ALLENTOWN
PROGRAM BUDGET**

000 GENERAL
01 NONDEPARTMENTAL
0609 GENERAL AND CIVIC
0001 GENERAL AND CIVIC

Account Number	2018 Budget	2018 Adj. Budget	2018 A&E	2019 Budget
0001-30 RENTALS	128,428	128,428	128,428	131,634
Line Item Detail				
1 Municipal garage rent (Vultee St) Jan-Oct				109,240.00
2 Municipal garage rent (Vultee St) Nov. - Dec.				22,394.00
		Line Items Total		131,634.00
0001-32 PUBLICATIONS & MEMBERSHIP	69,804	69,804	69,084	70,071
Line Item Detail				
1 PLCM - PA league of cities & muni and PELRAS				47,319.00
2 National league of cities				9,010.00
3 US conf of mayors				12,242.00
4 Sister Cities				1,500.00
		Line Items Total		70,071.00
0001-38 INS - OTHER EMPLOYEE	110,000	110,000	75,000	0
0001-40 CIVIC EXPENSES	78,500	78,500	78,500	76,000
Line Item Detail				
1 Concerts/bands				37,500.00
2 LC senior citizens				15,000.00
3 Liberty Bell Shrine of Allentown				500.00
4 Friends of the Parks				5,500.00
5 Social and Heritage Organizations				17,500.00
		Line Items Total		76,000.00
0001-41 ARTS EXPENSES	50,000	0	0	50,000
Line Item Detail				
1 Arts based Economic Development				50,000.00
		Line Items Total		50,000.00
0001-44 LEGAL SERVICES	0	0	0	80,000
Line Item Detail				
1 Unbudgeted Legal Counsel that is not covered by Risk Management				80,000.00
		Line Items Total		80,000.00

**CITY OF ALLENTOWN
PROGRAM BUDGET**

000 GENERAL
01 NONDEPARTMENTAL
0609 GENERAL AND CIVIC
0001 GENERAL AND CIVIC

Account Number	2018 Budget	2018 Adj. Budget	2018 A&E	2019 Budget
0001-46 OTHER CONTRACT SERVICES	180,580	180,580	180,580	235,000
Line Item Detail				
1 Allentown Parking Authority				125,000.00
2 PA unemployment insurance benefits				110,000.00
		Line Items Total		235,000.00
0001-50 OTHER SERVICES & CHARGES	22,800	263,420	262,000	630,420
Line Item Detail				
1 R/E taxes for city owned property				12,500.00
2 New Employee PMRS Enrollment				2,000.00
3 Stormwater Fee for City owner property				255,620.00
4 Job Study Salary Allocation				340,000.00
5 Bank Fees				20,300.00
		Line Items Total		630,420.00
0001-55 PROPERTY REPAIRS	0	0	0	40,000
Line Item Detail				
1 Repairs/Renovations as needed to City-owned rental properties				40,000.00
		Line Items Total		40,000.00
0001-78 CONTINGENCY	0	0	0	150,000
Line Item Detail				
1 Unbudgeted Expenses - Finance Director approval needed for the use of these funds.				150,000.00
		Line Items Total		150,000.00
0001-84 CAPITAL FUND CONTRIBUTION	0	0	0	1,273,500
Line Item Detail				
1 2nd Street Bridge Construction				100,000.00
Capital Project 1803 - Bridge Repairs				
2 Residential Street Construction - Project 1748				300,000.00
Microsurfacing roads				
3 City-Wide Park and Playgrounds - Project 1905				25,500.00
\$1,500 - Recreation Equipment				
\$2,500 - Scorer's Tables				
\$12,500 - Shade Structures for Scorer's Tables				
\$6,000 - Players Benches at Cedar				
\$3,000 - Players Benches at Percy Ruhe				

**CITY OF ALLENTOWN
PROGRAM BUDGET**

000 GENERAL
01 NONDEPARTMENTAL
0609 GENERAL AND CIVIC
0001 GENERAL AND CIVIC

Account Number	2018 Budget	2018 Adj. Budget	2018 A&E	2019 Budget
Line Item Detail				
4 Mack Pool Improvements - Project 2209 Sand Blasing and Crack Repair				100,000.00
5 WPA Structure Renovations - Project 2202 WPA Work on Lehigh Parkway Wall Sections and Rose Garden Gazebos				120,000.00
6 Parks Facilities Repairs (new capital project) \$100,000 Roof replacement on Water Shed Barn/Office \$18,000 Guardrail Lot Improvements				118,000.00
7 Resurfacing of Police Academy Road and Parking Lot				30,000.00
8 LCA Projects: \$100,000 - Automatic Meter Reading - Proj. #1227 \$370,000 - Inoperable Valve Project #1805				480,000.00
		Line Items Total		1,273,500.00
0001-88 INTERFUND TRANSFERS	13,010,038	14,046,757	13,265,757	12,829,492
Line Item Detail				
1 Risk Fund - Self Insured Losses				500,000.00
2 Risk Fund - Property and Casualty expenses and overhead costs				3,089,172.00
3 Debt Fund Transfer				8,096,621.00
4 Transfer to Equipment Fund Annual Lease Payments				286,699.00
5 Transfer to Equipment Fund IT Equipment Replacement				220,000.00
6 Transfer to Equipment Fund Police IT Equipment				337,000.00
7 Transfer to Housing Fund				300,000.00
		Line Items Total		12,829,492.00
Total GENERAL AND CIVIC	13,650,150	14,877,489	14,059,349	15,566,117

