Notes:

CITY OF ALLENTOWN
PROGRAM BUDGET

000 GENERAL
01 NONDEPARTMENTAL
0101 CITY COUNCIL
0001 LEGISLATION & RECORDKEEPING

Account Number	*2020 Budget*	*2020 Adj. Budget*	*2020 A&E*	*2021 Budget*
0001-02 PERMANENT WAGES	250,198	250,198	250,198	208,182
0001-04 TEMPORARY WAGES	0	0	0	110,000
Line Item Detail				
1 PT Legislative Aide			50,000.00	
2 Position to be determined by outcome of Home Rule Charter ballot question Per City Council Amendment			60,000.00	
		Line Items Total	110,000.00	
0001-08 LONGEVITY	2,692	2,692	2,692	3,290
0001-12 FICA	19,346	19,346	19,346	20,003
Line Item Detail				
1 FICA			20,002.61	
		Line Items Total	20,002.61	
0001-14 PENSION	23,680	23,680	23,680	15,327
Line Item Detail				
1 MMO			15,326.88	
		Line Items Total	15,326.88	
0001-16 INSURANCE - EMPLOYEE GRP	77,115	77,115	77,115	51,324
Line Item Detail				
1 INS			51,324.00	
		Line Items Total	51,324.00	
0001-26 PRINTING	3,000	3,000	2,000	2,000
Line Item Detail				
1 Copier Usage			2,000.00	
		Line Items Total	2,000.00	
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	485	485

CITY OF ALLENTOWN
PROGRAM BUDGET

000 GENERAL
01 NONDEPARTMENTAL
0101 CITY COUNCIL
0001 LEGISLATION & RECORDKEEPING

Account Number	*2020 Budget*	*2020 Adj. Budget*	*2020 A&E*	*2021 Budget*
Line Item Detail				
1 Publications and membership service fees			485.00	
		Line Items Total	485.00	
0001-34 TRAINING & PROF. DEVELOP	5,000	500	323	5,000
Line Item Detail				
1 Training and Professional Development Services			5,000.00	
		Line Items Total	5,000.00	
0001-40 CIVIC EXPENSES	1,500	1,500	1,500	0
0001-46 OTHER CONTRACT SERVICES	193,500	110,677	115,677	290,000
Line Item Detail				
1 Contingency funds for legal and other consulting services			140,000.00	
2 City's annual financial audit			50,000.00	
3 Additional Consulting Services Per City Council Amendment			100,000.00	
		Line Items Total	290,000.00	
0001-50 OTHER SERVICES & CHARGES	12,500	17,500	8,261	12,500
Line Item Detail				
1 Other Services & Charges including: Legal Ads, City Council Photography, Watson Skinner Memorial Award			12,500.00	
		Line Items Total	12,500.00	
0001-68 OPERATING MATERIALS & SUPP	700	700	538	700
Line Item Detail				
1 Operating Materials & Supplies			350.00	
2 Office Supplies			350.00	
		Line Items Total	700.00	
0001-72 EQUIPMENT	7,150	0	0	0
Total LEGISLATION & RECORDKEEPING	**597,166**	**507,693**	**501,815**	**719,111**

PROGRAM DETAIL

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

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, 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 work and support the administrative staff 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.
- Conduct strategy and goal setting targets in each major committee.
- 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.

Measurable Budget Year Objectives and Long Range Targets:

- To facilitate and help ensure strategic planning in regard to public safety and information technology. .
- To evaluate/develop/facilitate city policy in each of council's committees.
- To maintain open lines of communication with citizens in the establishment of public meetings.
- To conduct and give oversight to City business in the review and adoption of ordinances and resolutions.
- Conduct the Annual Audit
- Follow up on recommendations of the Novak Report.
- Completion of codification project.

Impact/Output Measures	2019 Actual	2020 Estimated	2021 Budgeted
Policy formulation/Evaluation Areas		2	
Formation of Strategic Plans		2	
Attendance at Public Meetings		150	
Approval of Legislation		200	
Meetings Organized		150	
Ordinances, Resolutions, Minutes Filed		350	

CITY OF ALLENTOWN
PROGRAM BUDGET

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

Account Number	*2020 Budget*	*2020 Adj. Budget*	*2020 A&E*	*2021 Budget*
0001-02 PERMANENT WAGES	472,234	472,234	472,234	475,354
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	10,000	20,000
Line Item Detail				
1 Part-time clerk			20,000.00	
		Line Items Total	20,000.00	
0001-08 LONGEVITY	2,706	2,706	2,706	2,897
0001-12 FICA	37,863	37,863	37,863	38,116
Line Item Detail				
1 FICA			38,116.20	
		Line Items Total	38,116.20	
0001-14 PENSION	55,254	55,254	55,254	53,644
Line Item Detail				
1 MMO			53,644.08	
		Line Items Total	53,644.08	
0001-16 INSURANCE - EMPLOYEE GRP	179,935	179,935	179,935	179,634
Line Item Detail				
1 INS			179,634.00	
		Line Items Total	179,634.00	
0001-22 TELEPHONE	1,000	1,000	1,000	1,000
Line Item Detail				
1 Internet Service for Cultural Center			1,000.00	
		Line Items Total	1,000.00	
0001-26 PRINTING	1,000	1,000	1,000	1,000
Line Item Detail				
1 Printer Usage per IT			1,000.00	
		Line Items Total	1,000.00	
0001-28 MILEAGE REIMBURSEMENT	100	100	100	100

CITY OF ALLENTOWN
PROGRAM BUDGET

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

Account Number	*2020 Budget*	*2020 Adj. Budget*	*2020 A&E*	*2021 Budget*
Line Item Detail				
1 Mileage reimbursement			100.00	
		Line Items Total	100.00	
0001-32 PUBLICATIONS & MEMBERSHIP	2,750	2,750	1,000	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	10,000	500	2,000
Line Item Detail				
1 Mayor and Managing Director 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.			2,000.00	
		Line Items Total	2,000.00	
0001-40 CIVIC EXPENSES	250	250	250	250
Line Item Detail				
1 Staff Attendance at Community functions			250.00	
		Line Items Total	250.00	
0001-46 OTHER CONTRACT SERVICES	5,000	4,000	4,000	4,000
Line Item Detail				
1 This account is used at the descretion of the Mayor to provide various professional services for the city.			4,000.00	
		Line Items Total	4,000.00	
0001-50 OTHER SERVICES & CHARGES	4,000	3,000	3,000	3,000
Line Item Detail				
1 Miscellaneous expenses			3,000.00	
		Line Items Total	3,000.00	
0001-68 OPERATING MATERIALS & SUPP	2,500	2,500	1,000	2,500
Line Item Detail				
1 This account is used for daily operating materials and supplies in the office.			2,500.00	

CITY OF ALLENTOWN
PROGRAM BUDGET

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

Account Number		*2020 Budget*	*2020 Adj. Budget*	*2020 A&E*	*2021 Budget*
			Line Items Total	2,500.00	
Total	**EXECUTIVE MANAGEMENT**	**796,592**	**792,592**	**769,842**	**786,245**

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PROGRAM DETAIL

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

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 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 Manager serves as a liaison for Administration policy, information services and certain website coordination. The Special Assistant to the Mayor represents 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, with an emphasis on public safety which consumes 56 percent of the city General Fund Budget.

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

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.
- Coordination of Authorities, Boards and Commissions appointments.
- Constituent services and complaint handling.
- Response to citizens from website inquiries.

Impact/Output Measures	2018 Actual	2019 Actual	2020 YTD	2021 Target
Number of Meetings in Attendance:				
General Public	30	40	60	60
Business, Industry & Labor	20	20	7	60
Federal & State	3	5	0	10
Other Local	6	6	0	10
Elected Officials	28	32	12	20
Staff	175	250	167	250

The Mayor has numerous conversations with constituents and conducts business over the telephone.

2020 Year-to-Date figures are pre/post COVID-19 pandemic up to the month of July.

CITY OF ALLENTOWN
PROGRAM BUDGET

000 GENERAL
01 NONDEPARTMENTAL
0301 CITY CONTROLLER
0001 AUDIT AND COMPLIANCE

Account Number	*2020 Budget*	*2020 Adj. Budget*	*2020 A&E*	*2021 Budget*
0001-02 PERMANENT WAGES	127,114	127,114	127,114	128,284
0001-04 TEMPORARY WAGES	15,000	15,000	15,000	10,000
Line Item Detail				
1 Part-time Clerk			10,000.00	
		Line Items Total	10,000.00	
0001-08 LONGEVITY	630	630	630	730
0001-12 FICA	10,920	10,920	10,920	10,635
Line Item Detail				
1 FICA			10,634.57	
		Line Items Total	10,634.57	
0001-14 PENSION	15,787	15,787	15,787	15,327
Line Item Detail				
1 MMO			15,326.88	
		Line Items Total	15,326.88	
0001-16 INSURANCE - EMPLOYEE GRP	51,410	51,410	51,410	51,324
Line Item Detail				
1 INS			51,324.00	
		Line Items Total	51,324.00	
0001-26 PRINTING	150	150	150	150
Line Item Detail				
1 Printer Usage per IT			150.00	
		Line Items Total	150.00	
0001-28 MILEAGE REIMBURSEMENT	100	100	100	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	1,000	1,000	1,000	1,200
Line Item Detail				
1 Memberships and subscriptions for AuditNet; Institute of Internal Auditors; GFOA; Association of Local Government Auditors; ACFE			1,200.00	

CITY OF ALLENTOWN
PROGRAM BUDGET

000 GENERAL
01 NONDEPARTMENTAL
0301 CITY CONTROLLER
0001 AUDIT AND COMPLIANCE

Account Number	*2020 Budget*	*2020 Adj. Budget*	*2020 A&E*	*2021 Budget*
		Line Items Total	1,200.00	
0001-34 TRAINING & PROF. DEVELOP	1,600	1,600	500	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	
0001-50 OTHER SERVICES & CHARGES	1,000	1,000	1,000	1,000
Line Item Detail				
1 Funds to support the Intern Program			1,000.00	
		Line Items Total	1,000.00	
0001-68 OPERATING MATERIALS & SUPP	1,500	1,500	1,500	1,500
Line Item Detail				
1 Office supplies as needed throughout the year and office furniture.			1,500.00	
		Line Items Total	1,500.00	
Total AUDIT AND COMPLIANCE	**226,211**	**226,211**	**225,111**	**221,850**

PROGRAM DETAIL

Bureau: City Controller **No:01-0301** **Department: City Controller** **Program: City Controller** **No:**

Program Description: The Controller has financial oversight of City finances independent of the Executive and Legislative branches and reviews all expenditure of the Mayor, City Council and City Boards, Commissions and Agencies.

Goal(s):
To Provide independent oversight of the City's financial affairs.
To Provide audit reports to the Mayor, City Council and public.
To support the City's pension funds as secretary.

Measurable Budget Year Objectives and Long-Range Targets:

To review weekly check runs and P-card reports in a timely manner.
To complete bank reconciliations in a timely manner.
To annually audit some of the City's revenue contracts.

	2018 Actual	2019 Actual	2020 YTD	2021 Target
Impact/Output Measures	$200,027.00	$205,163.00	$143,425.00	$216,547.00

Budget Priorities:

If the public approves the ballot question about the Controller's ability to do performance audits some of the department's training funds will be directed to upgrading skills necessary to complete that kind of audit.

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CITY OF ALLENTOWN
PROGRAM BUDGET

000 GENERAL
01 NONDEPARTMENTAL
0501 LAW
0001 LEGAL SERVICES

Account Number	*2020 Budget*	*2020 Adj. Budget*	*2020 A&E*	*2021 Budget*
0001-02 PERMANENT WAGES	588,354	588,354	588,354	633,412
0001-04 TEMPORARY WAGES	40,000	0	0	0
0001-08 LONGEVITY	1,186	1,186	1,186	1,317
0001-12 FICA	48,160	48,160	48,160	48,557
Line Item Detail				
1 FICA			48,556.77	
		Line Items Total	48,556.77	
0001-14 PENSION	55,254	55,254	55,254	61,308
Line Item Detail				
1 MMO			61,307.52	
		Line Items Total	61,307.52	
0001-15 Employee - Health Insurance Opt Out	1,500	1,500	1,500	1,508
0001-16 INSURANCE - EMPLOYEE GRP	179,935	179,935	179,935	205,296
Line Item Detail				
1 INS			205,296.00	
		Line Items Total	205,296.00	
0001-26 PRINTING	800	1,100	800	800
Line Item Detail				
1 Printer usage			800.00	
		Line Items Total	800.00	
0001-28 MILEAGE REIMBURSEMENT	600	300	600	600
Line Item Detail				
1 Mileage reimbursement (CLE/Court)			600.00	
		Line Items Total	600.00	
0001-32 PUBLICATIONS & MEMBERSHIP	14,136	15,636	13,636	17,140
Line Item Detail				
1 Lexis Advance Legal Research			8,000.00	
2 Bar Association Membership (FT)			2,625.00	
3 PA Attorney License Fees (FT)			1,250.00	
4 Lehigh County System Access Fee			350.00	

CITY OF ALLENTOWN
PROGRAM BUDGET

000 GENERAL
01 NONDEPARTMENTAL
0501 LAW
0001 LEGAL SERVICES

Account Number	*2020 Budget*	*2020 Adj. Budget*	*2020 A&E*	*2021 Budget*
Line Item Detail				
5 PACER			175.00	
6 Westlaw Legal Research Books			2,100.00	
7 Bar Association Inn of Court Membership			250.00	
8 Paralegal certification and membership			190.00	
9 IMLA Membership			1,200.00	
10 Library Practice Book update			1,000.00	
		Line Items Total	17,140.00	
0001-34 TRAINING & PROF. DEVELOP	2,660	2,660	1,660	4,200
Line Item Detail				
1 Annual CLE Requirements			3,600.00	
2 Paralegal continuing education requirements			600.00	
		Line Items Total	4,200.00	
0001-44 LEGAL SERVICES	210,500	205,500	207,500	267,000
Line Item Detail				
1 Outside Legal Counsel			245,000.00	
2 Bond counsel			9,000.00	
3 Trexler-related litigation			3,000.00	
4 Economic analysis for Bargaining Unit business			5,000.00	
5 Human Resource matters			5,000.00	
		Line Items Total	267,000.00	
0001-50 OTHER SERVICES & CHARGES	0	3,500	3,500	3,500
Line Item Detail				
1 Filing fees, notice fees			3,500.00	
		Line Items Total	3,500.00	
0001-68 OPERATING MATERIALS & SUPP	1,000	1,000	1,000	1,000
Line Item Detail				
1 Office Supplies not stocked internally			1,000.00	
		Line Items Total	1,000.00	
0001-72 EQUIPMENT	1,000	1,000	1,000	1,000

CITY OF ALLENTOWN
PROGRAM BUDGET

000 GENERAL
01 NONDEPARTMENTAL
0501 LAW
0001 LEGAL SERVICES

Account Number	*2020 Budget*	*2020 Adj. Budget*	*2020 A&E*	*2021 Budget*
Line Item Detail				
1 Misc. equipment as needed			1,000.00	
		Line Items Total	1,000.00	
Total LEGAL SERVICES	**1,145,085**	**1,105,085**	**1,104,085**	**1,246,638**

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PROGRAM DETAIL

Bureau:	No:	Department:	Program:	No:
LAW	05-0501	Non-Departmental	Legal Services	001

Program Description:

The Solicitor's Office provides legal services to all of city government including: the Mayor and the Mayor's Administration consisting of all Departments and Bureaus; City Council; the City Controller; and City Commissions, Boards and Agencies. The legal services provided include: advocating before courts and other tribunals to pursue and protect City interests and enforce City laws; advising City government as to legal matters; preparing and reviewing legal documents; supervising outside counsel; reviewing and drafting legislation; and handling of Right to Know Law requests; The Office employs four full-time attorneys appointed as solicitors (one Solicitor, one Associate Solicitor, two Assistant Solicitors). The office oversees outside counsel who are retained to handle specialized matters requiring particular expertise.

Goal(s):

-To provide legal counsel to city government concerning its affairs in a diligent and discerning manner in accordance with the Office's responsibilities under the City of Allentown's Home Rule Charter and applicable laws.
-To litigate City matters in the most effective and economic means through the appropriate use of solicitors and retained counsel.
-To prepare, review and, when appropriate, negotiate, legal documents including contracts, leases, and easements.
-To draft and revise Ordinances for City government.

Measurable Budget Year Objectives and Long-Range Targets:

Full-time Solicitor. Making the Solicitor position full time in June 2019 has enabled better oversight of the inhouse work of our attorneys and staff. It has also led to greater oversight of the work of our outside counsel. This has refined the quality of the Office's advocacy, advice and opinions. It has enabled the Office to provide more extensive legal services to components of city government outside the Administration, including City Council and authorities, boards and commissions.

Increase inhouse handling of matters.

Recruited and hired the most experienced staff the Office has had. For the first time in decades, every full time attorney in the office had double-digits years of experience as an attorney prior to starting with the Office. Three of our attorneys have 20+ years of attorney experience and one has 15+ years. This has improved the quality of advice and representation that comes from the office.

Assignment of negligence cases inhouse. All negligence cases (100%) filed this year against the City have been kept inhouse.

Greater use of paralegal experience of staff. Extensive paralegal preparation work is being done inhouse to reduce the need for it to be down by outside counsel.

Increased involvement in code enforcement matters. The office has increased its appearance at code enforcement matters.

Greater availability for advisory functions. The Solicitor's Office has begun sending solicitors to some board and commission meetings to assist in advising them. For instance, for the first time in recent memory, a solicitor has been working with and advising the City of Allentown Human Relations Commission. Solicitor office involvement helps improve compliance with applicable law and also helps to identify when such laws should perhaps be amended to make them current.

Budget Priorities:

The Solicitor's Office priorities are in large part determined by the goals and plans of the various City branches of government, departments, bureaus, authorities, boards and commissions. This office serves those entities. The goals and plans of those entities establish legal needs. Solicitor Officer budgeting is in significant part a reaction to the actions taken and proposed by those entities. The Solicitor's Office has noticed the following trends over the last year and a half:

Increased demand for the advisory function of the Solicitor's Office by Administration Departments.
Increased demand for the advocacy function of the Solicitor's Office by Administration Departments.
Increased demand for services of the Solicitor's Office services by City Council.
Greater enforcement of City Ordinances (Code, noise, nuisance, tax) involving more Solicitor involvement.

A more experienced staff allows more matters to be maintained inhouse. The cost of handling matters inhouse is a fraction of the cost of having outside counsel handle matters. Without adequate staffing, legal matters must be sent to outside counsel at far greater cost. Additionally, inadequate Solicitor office staffing may lead to government entities not submitting legal issues to the Solicitor's Office, but instead reaching their own legal conclusions which can lead to questionable results. It should be noted though, that even with adequate staffing, government entities who do not want their actions reviewed for legality may find creative ways to avoid such review. Appropriately staffing the Solicitor's office may perhaps reduce the likelihood of such conduct by governmental entities.

CITY OF ALLENTOWN
PROGRAM BUDGET

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

Account Number	*2020 Budget*	*2020 Adj. Budget*	*2020 A&E*		*2021 Budget*
0001-30 RENTALS	145,718	145,718	145,718		138,291
Line Item Detail					
1 Municipal garage rent (Vultee St) Jan-Oct				114,764.30	
2 Municipal garage rent (Vultee St) Nov. - Dec.				23,526.70	
		Line Items Total		138,291.00	
0001-32 PUBLICATIONS & MEMBERSHIP	70,071	70,071	70,071		70,361
Line Item Detail					
1 Pennsylvania Municipal League annual membership dues and PELRAS				47,319.00	
2 National League of Cities annual membership dues				9,300.00	
3 US Conference of Mayors annual membership dues				12,242.00	
4 Sister Cities				1,500.00	
		Line Items Total		70,361.00	
0001-40 CIVIC EXPENSES	50,000	50,000	50,000		50,000
Line Item Detail					
1 LV senior citizens				15,000.00	
2 Liberty Bell Shrine of Allentown				500.00	
3 Friends of the Parks				5,500.00	
4 Social and Heritage Organizations				29,000.00	
		Line Items Total		50,000.00	
0001-44 LEGAL SERVICES	50,000	50,000	50,000		0
0001-46 OTHER CONTRACT SERVICES	235,000	647,800	606,811		389,000
Line Item Detail					
1 Allentown Parking Authority				189,000.00	
2 PA unemployment insurance benefits				200,000.00	
		Line Items Total		389,000.00	
0001-50 OTHER SERVICES & CHARGES	268,245	268,245	268,245		267,520
Line Item Detail					
1 County and school district R/E taxes owed by city for city-owned property.				11,000.00	
2 New Employee PMRS Enrollment				2,000.00	

CITY OF ALLENTOWN
PROGRAM BUDGET

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

Account Number	*2020 Budget*	*2020 Adj. Budget*	*2020 A&E*	*2021 Budget*
Line Item Detail				
3 Stormwater fee for city-owned property			254,520.00	
		Line Items Total	267,520.00	
0001-55 PROPERTY REPAIRS	40,000	40,000	40,000	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	150,000	16,282	145,000	350,000
Line Item Detail				
1 Unbudgeted Expenses - Finance Director approval needed for the use of these funds.			350,000.00	
		Line Items Total	350,000.00	
0001-84 CAPITAL FUND CONTRIBUTION	833,000	833,000	0	0
0001-88 INTERFUND TRANSFERS	15,188,781	15,107,781	11,663,224	13,545,352
Line Item Detail				
1 Transfer to Risk Fund for Property and Casualty expenses			3,551,543.00	
2 Debt Fund Transfer An Additional $67,724 will come from Liquid Fuels			8,878,597.00	
3 Transfer to Equipment Fund Annual Lease Payments			471,355.00	
4 Transfer to Hamilton St. Dam Maintenance Fund			1,000.00	
5 Loan Installment 5 of 7 Payment to Solid Waste Fund			642,857.00	
		Line Items Total	13,545,352.00	
Total GENERAL AND CIVIC	**17,030,815**	**17,228,897**	**13,039,069**	**14,850,524**

PROGRAM DETAIL

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

Program Description:

This program exists to capture the payment of general expenditures and interfund 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.

Impact/Output Measures	2019 Actual	2020 Estimated	2021 Budgeted
Total Amount of Civic Support	$78,900	$50,000	$50,000
Number of Agencies Supported	5	5	5
Unemployment Insurance Benefits Cost		$200,000	$200,000
Transfer to Risk Management Fund	$2,603,334	$3,447,256	$3,551543
Transfer to Debt Service Fund	$8,150,272	$8,706963	$8,878,597
Transfer to Equipment Fund for Lease Payments	$466,511	$471,355	$471,355
Transfer to Capital and Equipment Fund for Capital Needs		$0	$0