



City of Bethlehem Memorandum

TO: J. William Reynolds, Chairman, Finance Committee

FROM: Mark W. Sivak, Director of Budget & Finance mws

DATE: October 22, 2020

SUBJECT: Finance Committee – General and Non-Utility Capital Fund Adjustments (COVID Funding)

The following are adjustments requested to the General and Non-Utility Capital Funds related to COVID funding received. Attached is a spreadsheet that further breaks out the sources and uses for each grant. The adjustments will amend the total General Fund budget from \$81,085,730 to \$82,226,277 and the Non-Utility Capital Fund budget from \$16,695,557 to \$18,001,573.

GENERAL FUND

REVENUE

Table with 5 columns: Account #, Account Title, From, To, Change. Rows include CARES Act - COVID and Grow NORCO Grant.

APPROPRIATION

Table with 5 columns: Account #, Account Title, From, To, Change. Rows include Equipment, Economic Development, Operating Supplies, Parking Authority, and Unforeseen Contingency.

NON-UTILITY CAPITAL FUND

REVENUE

Table with 5 columns: Account #, Account Title, From, To, Change. Rows include CARES Act - COVID and Police JAG Grant - COVID.


APPROPRIATION

Table with 5 columns: Account #, Account Title, From, To, Change. Rows include Fire Apparatus, Ambulance, and Trunking System Radios.

**CITY OF BETHLEHEM
FINANCE COMMITTEE - COVID FUNDING
OCTOBER 22,2020**

	<u>Amount</u>
<u>Grow NORCO Grant</u>	
Laptops and Accessories	\$ 15,000
Personal Protective Equipment (PPE)	<u>15,000</u>
Total:	\$ 30,000
<u>Police JAG Grant - COVID</u>	
Police Vehicle Mobile Radios	\$ 146,016
Total:	\$ 146,016
<u>Lehigh County CARES Act Funding</u>	
Ambulance	\$ 180,000
Employee Hours and Fringe Benefits	106,646
Personal Protective Equipment (PPE)	<u>40,000</u>
Total:	\$ 326,646
<u>Northampton County CARES Act Funding</u>	
Fire Engine	\$ 800,000
Business Economic Recovery Assistance	575,901
Bethlehem Parking Authority	330,000
Ambulance	180,000
Employee Hours and Fringe Benefits	<u>58,000</u>
Total:	\$ 1,943,901

**CITY OF BETHLEHEM, PENNSYLVANIA
DEPARTMENT OF POLICE**

	INTER-OFFICE MEMORANDUM	
	TO:	Mark Sivak
	FROM:	Chief Michelle Kott #345
	DATE:	21 Oct 2020
	RE:	2020 Coronavirus Emergency Supplemental Funding Grant

Under the 2020 Coronavirus Emergency Supplemental Funding Grant the Bethlehem Police Department was awarded \$146,016.00 to upgrade the mobile radios located in police vehicles. This memo is a request to have the above mentioned funds moved to the designated account so that the city can obtain the federal grant funds.

CITY OF BETHLEHEM

Department of Community and Economic Development

Interoffice Memo

SUBJECT: City of Bethlehem NorCo Allocation-COVID-19 Recovery Fund

TO: Mark Sivak, Director of Budget & Finance

FROM: Tiffany Wismer-DCED Business Manager

DATE: October 23, 2020

Bethlehem received a COVID-19 Recovery Funding allocation from Northampton County to be used to help small businesses recover from the coronavirus outbreak. The grant is in the amount of \$575,901. \$238,733 will be allocated to downtown enhancements such as hand sanitizer stations, patio heaters and dining sets. \$337,168 will be awarded to BEDCO for the Ambassadors Program.

Projected expenses will come out of an already established expenditure account (0304-42152). Projected revenue associated with this grant was not included in the 2020 Budget. It is our recommendation that the following budget adjustments be considered for approval. Attached is a memo itemizing the estimated expenditures and vendors that have been chosen to liquidate these funds.

Revenue

001A-30104 (Northampton County)
\$575,901-NorCo COVID-19 Recovery

Expense

0304-42152 (Economic Development Department Contracts)
\$575,901-NorCo COVID-19 Recovery

Please place this request on the next available Finance Committee agenda. Let me know if you need any additional information to process this request.

CC: A. Karner
S. Fuller
A. Burkhart