



City of Bethlehem Memorandum

1

TO: Dr. Wandalyn J. Enix, Chairwoman, Finance Committee

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

DATE: March 1, 2022

SUBJECT: Finance Committee – General Fund Adjustments

The following are adjustments requested to the General Fund. Memos explaining the adjustments are attached for review. The adjustments will amend the total General Fund budget from \$94,750,000 to \$95,143,649.

REVENUE

<u>Account #</u>	<u>Account Title</u>	<u>From</u>	<u>To</u>	<u>Change</u>
001A-30402	City Health	\$2,465,922	\$2,574,922	\$109,000
001A-30414	Recycling DEP Equip. Grant	195,957	460,857	264,900
001A-30451	NC – Revitalization Grant	100,000	119,749	<u>19,749</u>
				\$393,649

APPROPRIATION

<u>Account #</u>	<u>Account Title</u>	<u>From</u>	<u>To</u>	<u>Change</u>
0302-42172E	MCH Initiative - Escrow	\$ -0-	\$ 7,000	\$ 7,000
0302-42190E	Chronic Disease Escrow	22,000	124,000	102,000
0304-42152	Economic Development	199,500	219,249	19,749
0309-43099	Equipment	217,730	482,630	<u>264,900</u>
				\$393,649

CITY OF BETHLEHEM

Department of Community and Economic Development Interoffice Memo

To: Mark Sivak
From: Kristen Wenrich, Health Director *KW*
Date: March 1, 2022
Re: Health Budget Amendments

Please have City Council's Finance Committee consider the following amendments:

1. Reinstate expenditure account 0302-42172E, MCH Escrow, with a balance of \$ 7,000 from \$ 0 to \$ 7,000 for Partner's for a Healthy Baby program items not covered by the grant.
 - a. Increase revenue account 001-30402, Grants and Gifts City Health, by \$ 7,000 from \$ 2,465,922 to \$ 2,472,922.
2. Increase expenditure account 0302-42190E, Chronic Disease Escrow, by \$ 102,000 from \$ 22,000 to \$ 124,000 to pay for Re-accreditation status for next 5 year cycle (\$12,000); receipt of grants from the Two Rivers Foundation (\$15,000) and the United Way (\$ 75,000) both for support of the Project LifeSaver Program.
 - a. Increase revenue account 001-30402, Grants and Gifts City Health, by \$ 102,000 from \$ 2,472,922 to \$ 2,574,922.

Signature: *Kristen Wenrich*
Kristen Wenrich (Mar 1, 2022 11:11 EST)

Email: kwenrich@bethlehem-pa.gov

Please contact me if you have any questions.

KW/slp

ec:Laura Collins/K. Wenrich/file

CITY OF BETHLEHEM

Department of Community and Economic Development Interoffice Memo

SUBJECT: CIPP-Facade

TO: Mark Sivak, Director of Budget & Finance

FROM: Tiffany Wismer-DCED Business Manager

DATE: January 14, 2022

The City of Bethlehem received a grant award from Northampton County for Façade Improvements in the amount of 50,000. With Covid-19 and other delays we were unable to pay out the remaining grant funds in 2021. Therefore, it is our recommendation that the following budget adjustments be considered for approval.

Revenue

001A-30451 NC-Revitalization Grant

\$19,749 – Northampton County Façade

Expense

0304-42152 Economic Development

\$19,749 – Northampton County Façade

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

CITY OF BETHLEHEM

Department of Community and Economic Development Interoffice Memo

SUBJECT: DEP Grant-Equipment

TO: Mark Sivak, Director of Budget & Finance

FROM: Tiffany Wismer-DCED Business Manager

DATE: February 17, 2022

Bethlehem received a DEP grant from the State in the amount of \$264,900 for the purchase of a John Deere loader.

This is a reimbursement grant; when the funds have been fully expended by the city, then the city will request reimbursement from DEP. The city is required to pay 10% of the purchase price.

Delivery of the loader has been rescheduled several times, the original delivery date was December 2021. However, due to part shortages delivery has been pushed back to April 2022. The funds were originally budgeted in 2021 however due to the most recent delay the funds will need to be drawn from the 2022 budget. Therefore, the projected revenue and expense associated with this grant were not included in the 2022 budget. It is our recommendation that the following budget adjustments be considered for approval.

Revenue

001A-30414-DEP Grant-Recycling
\$264,900

Expense

0307-43099 Equipment
\$264,900

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: M. Halbfoerster
L. Collins