



CITY OF BETHLEHEM

10 East Church Street, Bethlehem, Pennsylvania 18018-6025

610-997-7649

eevans@bethlehem-

www.bethlehem-pa.gov

To: Dr. Wandalyn J. Enix, Chairwoman, Finance Committee
From: Eric R. Evans, Business Administrator
RE: Finance Committee – General Fund Adjustments
Date: July 12, 2022

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 \$96,179,142 to \$96,336,142.

REVENUE

<u>Account #</u>	<u>Account Title</u>	<u>From</u>	<u>To</u>	<u>Change</u>
001A-30482	Greenway Developers	0	\$16,000	\$16,000
001A-30800	Returns & Allowances	\$375,000	\$396,000	\$21,000
001A-30103	Deed Transfer Tax	\$1,565,000	\$1,685,000	<u>\$120,000</u>
				\$157,000

APPROPRIATION

<u>Account #</u>	<u>Account Title</u>	<u>From</u>	<u>To</u>	<u>Change</u>
0305-42047	Department Contracts	\$90,500	\$106,500	\$16,000
0505-42041B	Street Lights Repair/Replace	\$375,000	\$396,000	\$21,000
Various	Gasoline	\$452,424	\$572,424	<u>\$120,000</u>
				\$157,000

CITY OF BETHLEHEM

Department of Community and Economic Development

Interoffice Memo

SUBJECT: Greenway/Mahan Rykiel

TO: Eric Evans, Business Administrator

FROM: Tiffany Wismer-DCED Business Manager

DATE: July 8, 2022

Bethlehem received a grant to support the Greenway public engagement and conceptual design. The vision is to provide outdoor seating and possibly other amenities. This block between S New and W 3rd provides an ideal opportunity to design the Greenway in a way that continues the existing trail, creates opportunity for public use and enjoyment and also creates an opportunity for interconnection with abutting uses.

Two developers will individually contribute \$8,000 for a total of \$16,000 and \$8,500 will be funded with CDBG grant funds for a project total of \$24,500.

A portion of the projected revenue and expenses associated with this grant was not included in the 2022 budget. It is our recommendation that the following budget adjustments be considered for approval.

Revenue

001A-30482 –Greenway Developers
\$16,000

Expense

0305-42047 - Department Contracts
\$16,000

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: L. Collins
A. Karner

CITY OF BETHLEHEM

DEPARTMENT OF PUBLIC WORKS INTEROFFICE MEMORANDUM

TO: Eric Evans, Business Administrator
FROM: Michael Alkhal, P.E., Director of Public Works/City Engineer
RE: Request for Budget Adjustment
DATE: June 24, 2022

Amount: \$21,000

General Fund Revenue Account 001A-30800 from \$375,000 to \$396,000

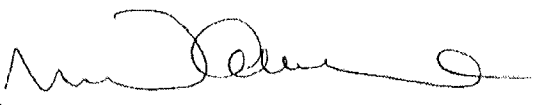
Street Lights Repair/Replace Account 0505-42041B from \$175,000 to \$196,000.

Reason: This adjustment is to cover the costs of replacement/repairs of Street Light Poles and Electrical Cabinets which were damaged by vehicle accidents. To date, insurance companies have reimbursed the City of Bethlehem \$21,855.33 for these property damages this year.

If you have any questions, please let me know. Thank you.

MA/glb

cc: B. Yandem
G. Bullard
G. Cryder
File

By 
Title: Public Works Director/City Engineer



CITY OF BETHLEHEM

10 East Church Street, Bethlehem, Pennsylvania 18018-6025

610-997-7649

eevans@bethlehem-pa.gov

www.bethlehem-pa.gov

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

From: Eric R. Evans, Business Administrator

RE: Gasoline Accounts

Date: July 11, 2022

Due to the dramatic increase in the price of gasoline, the City's gasoline accounts are running low. This request is to adjust the funding for gasoline accounts by \$240,000.

APPROPRIATION

<u>Account #</u>	<u>Account Title</u>	<u>From</u>	<u>To</u>	<u>Change</u>
0303-41023	Gasoline - Code Enforcement	\$4,400	\$6,400	\$2,000
0309-41023	Gasoline - Housing Inspections	\$5,000	\$6,000	\$1,000
0502-41023	Gasoline - Engineering	\$8,955	\$14,955	\$6,000
0503-41023	Gasoline - Streets	\$89,947	\$139,947	\$50,000
0504-41023	Gasoline - Mechanical	\$30,305	\$43,305	\$13,000
0505-41023	Gasoline - Electrical	\$9,864	\$14,864	\$5,000
0506-41023	Gasoline - Traffic	\$3,700	\$8,700	\$5,000
0507-41023	Gasoline - Facilities	\$10,820	\$14,820	\$4,000
0508-41023	Gasoline - Grounds	\$30,155	\$58,155	\$28,000
0601-41023	Gasoline - Police	\$150,000	\$230,000	\$80,000
0701-41023	Gasoline - Fire	\$36,000	\$61,000	\$25,000
0702-41023	Gasoline - EMS	\$31,450	\$52,450	<u>\$21,000</u>
				\$240,000

In order to fund the gasoline accounts, we are requesting adjustments to the following accounts that are also being impacted by national economic trends. Deed Transfer Tax is running above budget due to increasing home prices and the high volume of home sales. Salaries and Temporary Help are both below budget due to the national labor shortage and number of open positions across the City.

REVENUE

<u>Account #</u>	<u>Account Title</u>	<u>From</u>	<u>To</u>	<u>Change</u>
001A-30103	Deed Transfer Tax	\$1,565,000	\$1,685,000	\$120,000

APPROPRIATION

<u>Account #</u>	<u>Account Title</u>	<u>From</u>	<u>To</u>	<u>Change</u>
0105-40001	Salaries - Law	\$321,111	\$318,111	(\$3,000)
0201-40001	Salaries - Administration	\$225,612	\$217,612	(\$8,000)
0305-40001	Salaries - Planning and Zoning	\$288,505	\$285,505	(\$3,000)
0507-40001	Salaries - Facilities	\$880,090	\$847,090	(\$33,000)
0508-40001	Salaries - Grounds	\$1,107,307	\$1,102,307	(\$5,000)
0602-40001	Salaries - Service Center	\$493,625	\$484,625	(\$8,000)
0103-40004	Temp Help - Controller	\$31,415	\$17,415	(\$14,000)
0207-40004	Temp Help - Human Resources	\$16,882	\$10,882	(\$6,000)
0307-40004	Temp Help - Recycling	\$340,489	\$310,489	(\$30,000)
0507-40004	Temp Help - Facilities	\$69,972	\$59,972	<u>(\$10,000)</u>
				(\$120,000)