

# CITY OF BETHLEHEM

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## Department of Community and Economic Development Interoffice Memo

**SUBJECT:** CDBG/HOME Budget Adjustments

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

**FROM:** Tiffany Wismer, Business Manager

**DATE:** June 22, 2023

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After reviewing the revenue and expenditures of the CDBG/HOME budget, we have come to the conclusion that there are a few adjustments that need to be made. Each account has been matched to an IDIS (Integrated Disbursement and Information System) activity number and has been reconciled according to the federal grant funds that the City of Bethlehem has received.

Please see the attached excel spreadsheet that identifies which accounts are in need of adjustments.

The adjustments will amend the total Community Development Block Grant Fund from \$7,424,862.85 to \$7,442,605.37.

Let me know if you need any additional information to process this request.

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**CC:** Robert Vidoni  
Laura Collins

CITY OF BETHLEHEM  
Community Development Block Grant and HOME  
2023 ADJUSTMENTS

REVENUES:

Account #	Description	2023 Budget	Adjustments	2023 Adjusted Budget
36020	2020 CDBG	170,886.49	202.42	171,088.91
36021	2021 CDBG	491,544.76	8,360.61	499,905.37
36022	2022 CDBG	1,391,666.00	757.75	1,392,423.75
36601	CARES COVID-19 CDB	387,246.00	8,421.74	395,667.74
<b>CDBG Total</b>		<b>\$2,441,343.25</b>	<b>\$ 17,742.52</b>	<b>\$ 2,459,085.77</b>

EXPENDITURES:

Account #	Description	2023 Budget	Adjustments	2023 Adjusted Budget
009A 94003	CARES COVID-19 CDBG-CV	387,246.00	8,421.74	395,667.74
009A 90920	PROGRAM ADMINISTRATION	33,310.54	202.42	33,512.96
009A 90221	NORTH PENN LEGAL SERVICE	15,288.00	0.27	15,288.27
009A 92621	FUTURE GRANTS	21,639.66	8,360.34	30,000.00
009A 91122	HOUSING REHAB-STAFF DELI	210,000.00	757.75	210,757.75
<b>CDBG Total</b>		<b>667,484.20</b>	<b>17,742.52</b>	<b>685,226.72</b>