



BINA PATEL
FINANCE DIRECTOR

City of Allentown
435 Hamilton Street
Allentown PA 18101

MEMO

To: Mayor Matt Tuerk
The Honorable Daryl Hendricks, Council President
And Members of City Council

From: Bina Patel, Finance Director

Date: November 19, 2025

RE: 2026 Budget Memo

The following changes have been made to the 2026 Proposed Budget:

1. Page 4: Increase RACA Reimb Revenue by \$100,000 to capture new revenue received from the Redevelopment Authority.

000*-45239	\$100,000
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2. Page 5: Increase Miscellaneous Revenue by \$18,000 to capture new revenue received from the Leonard Parker Pool organization.

000*-46170	\$18,000
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3. Page 33 & 34: Correct three (3) step and/or title errors discovered in the 2026 Position Budgeting model for the Deputy Solicitor, Assistant Solicitor, and Senior Paralegal (Office Administration).

From:	To:
21N Assistant Solicitor \$123,670	21N Deputy Solicitor \$120,745
20N Assistant Solicitor \$228,245	20N Assistant Solicitor \$230,474
15N Senior Paralegal (Office Administration) \$84,760	15N Senior Paralegal (Office Administration) \$86,926

4. See attached personnel changes.

2026 Proposed Personnel Changes						
Fund	Department	Current Title & Grade		New Title AND/OR Grade		Base Salary Impact
POSITION CHANGES (12)						
General	HR	N/A	N/A	Deputy Director - HR	18A	96,850
General	HR	N/A	N/A	Background Verification Analyst	tpt	91,000
General	HR	N/A	N/A	Background Verification Analyst	tpt	91,000
General	HR	Senior HR Generalist	14N	Operations Specialist	13A	(3,176)
General	Mayor	Executive Assistant to the Mayor	11D	Chief of Staff	15A	10,494
General	Mayor	Communications Manager	14D	Communications Director	15F	6,414
General	CED - Director Administration	Housing Enforcement and Compliance Manager	14F	Housing Operations Manager	16E	6,355
General	CED-Building Std	Program Manager	10C	Project Manager	13A	7,582
General	CED-Planning	Senior Planner - 25%	13D	Chief Planner	15C	1,383
Grant	CED-Planning	Senior Planner - 75%	13D	Chief Planner	15C	4,148
Rental	CED - Rental - Bldg Std	N/A	N/A	Workflow Coordinator	11A	71,056
Building Code	CED - Building Code - Bldg Std	Building and Construction Superintendent	16J	Codes Administrator	14A	(28,597)
General Fund Position Changes						307,902
New HR Positions Sub-Total:						278,850
	Total Net Cost of Personnel Requests:					354,509