







## Bethlehem Revitalization and Improvement Zone

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### Memo

**To:** Bethlehem Revitalization and Improvement Authority

**From:** Alicia Miller Kerner, Executive Director

**Date:** October 14, 2020

**Re:** 2019 Increment for Administrative Support

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BRIA expects to receive the 2019 CRIZ revenues from the PA Department of Revenue by the end of this month. In past years, the 5% the Authority is entitled to retain per State law, has been used to cover administrative costs incurred by the City. These costs are related to the efforts of personnel employed in the DCED who supported BRIA meetings and related activities in this case, during 2020.

Although, I cannot estimate how much the 2019 increment will be certified for the authority, I request approval for the disbursement of 5% of the funds for Administrative Support to the City of Bethlehem as per the legislation.