



Bethlehem Revitalization and Improvement Authority

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Memo

To: Bethlehem Revitalization and Improvement Authority
From: Alicia Miller Karner
CC: Mayor Robert J. Donchez
Date: June 6, 2018
Re: Financial Support for Administrative Assistance

The changes made in 2016 to the CRIZ program allow for the Bethlehem Revitalization and Improvement Authority to commit 5% of the increment generated to Administrative Services (the details are attached).

To date, the City of Bethlehem has not requested funding to cover the cost of the administrative expenses the city provides. In 2016, the CRIZ generated approximately \$20,500 in eligible administrative CRIZ increment (5% of the total increment). In 2017, the amount is expected to increase to \$55,000.

At this time, I am requesting BRIA commit to supporting the city with a pledge of \$20,000 in increment for 2018.

Section 1813-C. Restrictions.

(a) Utilization.--Money transferred under section 1812-C may only be utilized for the following:

(1) Payment of debt service on bonds issued or refinanced for the acquisition, development, construction, including related infrastructure and site preparation, reconstruction, renovation or refinancing of a facility in the zone and normal and customary fees for professional services associated with the issuance or refinance of the bonds.

(2) Acquisition, development, construction, including related infrastructure and site preparation, reconstruction, renovation or refinancing of all or a part of a facility.

(3) Replenishment of amounts in debt service reserve funds established to pay debt service on bonds.

(4) Employment of an independent auditing firm to perform the duties under section 1807-C(c).

(5) Improvement or development of all or part of a zone.

(6) Improvement projects, including fixtures and equipment for a facility owned, in whole or in part, by a public authority.

(7) Payment or reimbursement of reasonable administrative, auditing and compliance services required by this article. Reasonable administrative costs may not exceed 5% of the money transferred under section 1812-C. For purposes of this paragraph, professional services shall not be considered administrative costs.