



CITY OF BETHLEHEM  
OFFICE OF THE CITY SOLICITOR

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INTEROFFICE MEMORANDUM

To: Louise M. Kelchner, City Clerk  
From: William P. Leeson, Esq., City Solicitor  
Re: Highway Safety Project Grant  
Contract No. CTSP-2017-Bethlehem City-00017  
Date: July 28, 2016

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Attached is a copy of the Highway Safety Project Grant Proposal and Budget Summary submitted by the Bethlehem Health Bureau to the Commonwealth of Pennsylvania Department of Transportation in connection with Community Traffic Safety Project Contract No. CTSP-2017-Bethlehem City-00017. Upon approval, this grant will provide funds through September 30, 2017 to address highway safety issues with intervention strategies targeting schools, community and family, health care, enforcement and industry/workplace. In order for PennDOT to process the City's grant proposal and approve the same, an authorizing resolution is required to be submitted, along with the completed and signed Project Director Authorization form.

Attached is the necessary resolution for Council's consideration.

Please place this matter on City Council's agenda for review and appropriate action.

A handwritten signature in black ink, appearing to read "William P. Leeson".

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William P. Leeson, Esq., Solicitor

Cc: Robert J. Donchez, Mayor  
Kristen Wenrich, Health Bureau Director  
Sherri Penchishen, Health Bureau

RESOLUTION NO. 2016-\_\_\_\_\_

BE IT RESOLVED, by authority of the City Council of the City of Bethlehem, Northampton County, and it is hereby resolved by authority of the same, that the Mayor and Controller of said municipality be authorized and directed to sign all necessary grant documents for Highway Safety Project Grant No. CTSP-2017-Bethlehem City-00017 on its behalf.

BE IT FURTHER RESOLVED, that the Clerk of the City of Bethlehem is directed to execute a certificate attesting to the adoption of this Resolution and to furnish a copy of the Resolution to the Pennsylvania Department of Transportation.

Sponsored by \_\_\_\_\_  
\_\_\_\_\_

ADOPTED by Council this        day of                                , 20\_\_\_\_.

\_\_\_\_\_  
President of Council

ATTEST:

\_\_\_\_\_  
City Clerk