

**REDEVELOPMENT AUTHORITY OF THE CITY OF BETHLEHEM
OCTOBER 18, 2018**

A-205 – Public Safety Building
Bethlehem City Hall
10 East Church Street
Bethlehem, PA 18018

MINUTES

The Board of the Redevelopment Authority of the City of Bethlehem met for a regular meeting on Thursday, October 18, 2018 at 3:00 P.M. in Room A-205, located in the Public Safety Building at Bethlehem City Hall, 10 East Church Street, Bethlehem, PA. The place, the hour and the date duly noted for the holding of this meeting was publicized.

Vice-Chairman Ronald Heckman called the meeting to order and the following members were present:

Earl Bethel
Christopher Spadoni

The Vice-Chairman called a quorum present.

Also present were: Tony Hanna, Executive Director
 Michael E. Riskin, Esq., Solicitor
 Heather M. Bambu-Weiss, Board Secretary

RDA Board Members Dennis Cunerd and Jason Henninger contacted the RDA office prior to the meeting and indicated that they were unable to attend.

APPROVAL OF MINUTES

Mr. Spadoni made a motion to approve the minutes of the August 16, 2018 regular meeting of the Redevelopment Authority. The minutes were mailed earlier to each member of the Board. As there were no errors or changes reported, Mr. Bethel seconded the motion. The motion carried unanimously and the minutes of the August 16, 2018 regular meeting of the Redevelopment Authority were approved.

APPROVAL OF CASH REPORTS

Mr. Spadoni made a motion to approve the cash reports for the month ended July 31, 2018 and August 31, 2018. The cash reports were emailed earlier to each member of the Board. As there were no errors or changes to these reports, Mr. Bethel seconded the motion. The motion carried unanimously and the cash reports for the month ended July 31, 2018 and August 31, 2018 were approved.

COURTESY OF THE FLOOR

Since no guests were present at the meeting, Mr. Heckman moved onto the next agenda item at this time.

EXECUTIVE DIRECTOR REPORT

Mr. Heckman turned the meeting over to Mr. Hanna for his Executive Director Report. Mr. Hanna did not have a written report for the RDA Board but present a verbal report as highlighted below.

- 1) **Skyline West project** – Mr. Hanna indicated that he has been working with the developers on the Skyline West proje3ct. He explained that a glitch was discovered as part of the title work done in preparation for the development of this site. Mr. Hanna stated that there is a portion of property, which the RDA owns in this project area, which PENNDOT has a right-of-way and the project encroaches in this area. Mr. Hanna stated that he met with Joe Kelly, of PA Senator Lisa Boscola’s office, regarding this matter and to determine if any assistance can be provided to get this right-of-way extinguished due to its age and/or transferred to another parcel in the vicinity. Mr. Hanna stated that Mr. Riskin is researching this matter further and indicated that a Quit Claim Deed may be necessary to resolve this matter.
- 2) **Hotel Bethlehem Extension** – Mr. Hanna stated that he has met with Bruce Haines of the Hotel Bethlehem regarding land that the RDA owns in the vicinity of the proposed Hotel Bethlehem expansion project. Mr. Hanna indicated that Mr. Riskin is researching this matter further and noted that the parcel in question will need to be appraised in the future in case it is determined that a land sale is necessary to the Hotel Bethlehem of this parcel. Mr. Hanna also noted that an alternative to a property sale, and transfer of the land parcel to the Hotel Bethlehem, be the RDA provide an easement to the Hotel Bethlehem for this land so that the RDA can still maintain control of the parcel. Mr. Hanna explained that this land parcel is important for the Hotel Bethlehem project as it provides an exit for the proposed new parking garage of the project.
- 3) **Hotel Bethlehem – Existing Parking Space Ownership** – Mr. Hanna indicated that during the land surveying and other processes involved in evaluating land ownership in preparation of the Hotel Bethlehem expansion project, it was discovered that the RDA owns land currently part of the Hotel Bethlehem complex. Mr. Hanna noted that there are approximately 10 parking spaces at the current Hotel Bethlehem site, which overlook the Industrial Quarters, that has been identified as being on land parcels owned by the RDA. Mr. Hanna stated that he is going to have these land parcel appraised so that the land can be sold to the Hotel Bethlehem in the future.
- 4) **Sands Casino Sale** – Mr. Hanna stated that the potential buyers of the Sands Casino and Retail are keeping a very low profile until the sale is finalized. He noted that the various approvals and reviews of this potential sale is occurring at this time.

Mr. Spadoni asked Mr. Hanna if the historic impact of the Skyline West and Hotel Bethlehem projects are being taken into account with each of these potential projects. Mr. Hanna indicated that yes, the historic impact is and continues to be considered. Mr. Hanna explained that with regards to the Skyline West project, no historic impact has been identified. He noted that this area was evaluated by PennDOT when the Route 378 was created in this vicinity many years ago. He also noted that the area where the Unknown Soldiers memorial is located is a great distance from where this Skyline West project is proposed and should not impact that memorial site.

Mr. Hanna also indicated that the hillside areas behind the Hotel Bethlehem have been evaluated in the past for their historic significance. He added that this area has been surveyed by archeologists and those of significance have been identified. Mr. Hanna reassured the RDA Board that these projects will not impact anything of any historic significance at either project site.

REAFFIRM APPROVAL OF INVOICES – SEPTEMBER 2018

Mr. Heckman stated that the RDA Board has been asked to reaffirm its email vote for approval of the invoices / reimbursements as outlined on the September 2018 invoice summary. He added that these invoices were originally approved via email voting due to the September 2018 RDA meeting being cancelled.

Mr. Spadoni made a motion to reaffirm the email vote for approval of the invoices as outlined on the September 2018 invoice summary. Mr. Bethel seconded the motion. The motion was unanimously approved and the following payments were approved:

- 1) \$23,302.00 represents costs associated with On-Going and Maintenance Costs and payment of such costs to be made from the Authority Fund account.
- 2) \$6,111.43 represents reimbursement to the RDA from the Administrative Expense Fund account for administrative costs related to the overall Bethlehem Works / TIF District.
- 3) \$6,111.43 represents reimbursement to the RDA from the Authority Fund account for Other Project costs related to the Bethlehem Works / TIF District.
- 4) \$17,120.24 represents reimbursement to the RDA from the Authority Fund account for various costs related to the Bethlehem Works / TIF District.

Mr. Spadoni requested the record indicate that the lighting repairs, included in the On-Going and Maintenance Costs portion of the September 2018 invoice summary, be noted to be done for the benefit of the Steel Stacks campus. Mr. Spadoni indicated he initially was concerned that this repair was to benefit ArtsQuest but noted that after a conversation with Mr. Hanna he was informed that there were problems with the lighting which needed to be fixed for the benefit of the entire campus. Mr. Hanan added that an agreement exists indicating that while the RDA installed the lighting for the blast furnaces at this project site, as part of its Hoover-Mason Trestle and other projects at the Steel Stacks Campus, repairs to the lighting represents a responsibility of the Sands who own these blast furnaces. Mr. Hanna added that in the future any issues involving this lighting will require the Sands to attention and action as stated in this agreement.

APPROVAL OF INVOICES – OCTOBER 2018

Mr. Heckman stated that the RDA Board has been asked to review and consider for approval the invoices / reimbursements as outlined on the October 2018 invoice summary.

Mr. Spadoni made a motion to approve the payments / reimbursements as outlined on the October 2018 invoice summary. Mr. Bethel seconded the motion. The motion was unanimously approved and the following payments were approved:

- 1) \$495.00 represents costs associated with On-Going and Maintenance Costs and payment of such costs to be made from the Authority Fund account.
- 2) \$5,943.22 represents reimbursement to the RDA from the Administrative Expense Fund account for administrative costs related to the overall Bethlehem Works / TIF District.
- 3) \$6,117.56 represents reimbursement to the RDA from the Authority Fund account for Other Project costs related to the Bethlehem Works / TIF District.
- 4) \$11,030.26 represents reimbursement to the RDA from the Authority Fund account for various costs related to the Bethlehem Works / TIF District.

OTHER BUSINESS / DISCUSSION

ARTSQUEST VISITOR CENTER – LEASE RENEWAL – Mr. Heckman asked Mr. Hanna the status of the lease the RDA has with ArtsQuest for their use of the Bethlehem Landing Visitor Center and Levitt Pavilion. Mr. Hanna indicated that these leases expire during 2020 and, so, negotiations will begin soon for the renewal of these documents. Mr. Hanna indicated a hope to keep most of the exiting Levitt Pavilion arrangements the same since ArtsQuest, through the Friends of the Levitt Pavilion Steel Stacks, does all the scheduling, organizing and provide maintenance services for this site.

Mr. Hanna also indicated a desire to negotiate the lease with ArtsQuest regarding its use of the Visitor Center as their office location. He added that a need to charge a monthly rent is a major change he anticipates in the lease renewal and noted that he will keep the Board updated on the status of those talks. Mr. Hanna also added that a lot of the services the RDA has provided to the Steel Stacks campus will need to be shifted to ArtsQuest and/or other partners on the campus.

Mr. Hanna indicated the RDA will continue to be an active presence at the Steel Stacks campus due to its ownership of much development there, but noted that a cost sharing agreement will need to be created so that everyone contributes toward some of the costs involved with the site. Mr. Hanna noted that these talks will be ongoing and, again noted, he will keep the RDA Board updated on the status of these discussions.

ADJOURNMENT

As there was no further business, Mr. Spadoni a motion to adjourn the meeting of the RDA. Mr. Bethel seconded the motion. The motion was unanimously approved and the meeting of the Bethlehem RDA was adjourned at 4:00 P.M.

Submitted by,

Heather M. Bambu-Weiss
Board Secretary