

**REDEVELOPMENT AUTHORITY OF THE CITY OF BETHLEHEM
JULY 27, 2023**

Town Hall at 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, July 27, 2023 at 5:00 P.M. in Town Hall at Bethlehem City Hall; 10 East Church Street, Bethlehem, Pennsylvania. The place, the hour and the date duly noted for the holding of this meeting was publicized.

Vice-Chairman Earl Bethel called the meeting to order and the following members were present:

Tracy Samuelson
Christopher Spadoni

The Chairperson called a quorum present.

Also present were:

Alicia Karner, Executive Director
Hillary Kwiatek, City Council Liaison to the RDA
Heather M. Bambu-Weiss, Board Secretary
Michael E. Riskin, Esq., Solicitor

RDA Board Members, Ronald Heckman and Tracy Oscavich, contacted the RDA prior to the meeting and indicated they were unable to attend the meeting.

APPROVAL OF MINUTES

Ms. Samuelson made a motion to approve the minutes of the March 23, 2023 regular meeting of the Redevelopment Authority. The minutes were emailed earlier to each member of the Board. Mr. Spadoni seconded the motion. The motion carried unanimously and the minutes of the March 23, 2023 regular meeting of the Redevelopment Authority were approved.

APPROVAL OF CASH REPORTS

Ms. Samuelson made a motion to approved the cash reports for the months ended December 31, 2022; January 31, 2023; February 28, 2023; March 31, 2023; April 30, 2023 and May 31, 2023. These cash reports were emailed earlier to each member of the RDA Board prior to the meeting. Mr. Spadoni seconded the motion. The motion carried unanimously and the cash reports for the months ended December 31, 2022; January 31, 2023; February 28, 2023; March 31, 2023; April 30, 2023 and May 31, 2023 were approved.

COURTESY OF THE FLOOR

Since there were no members of the public in attendance, there were no comments during the Courtesy of the Floor portion of this meeting.

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EXECUTIVE DIRECTOR REPORT

Mr. Bethel turned the meeting over to Ms. Karner for her Executive Director Report. Ms. Karner indicated she did not have a separate Executive Director Report to give. She noted that updates on the various items will be provided during the Items Requiring Board Action portion of the meeting.

HOTEL BETHLEHEM – LAND USE AGREEMENT

Mr. Bethel indicated that the RDA Board has been asked to review and consider for approval the Land Use Agreement with the Hotel Bethlehem for the period of August 1, 2023 through August 165, 2023. It was noted that if acceptable, this agreement can be approved via motion.

Ms. Karner indicated that an updated agreement was sent to the Board members earlier in the day and that is the version that should be considered at this meeting. She noted that the RDA owns property adjacent to the Hotel Bethlehem on which the Hotel will be selling alcohol during Musikfest. She added that the Liquor Control Board requires that the land owner authorize this sale which is the reason the Land Use Agreement was prepared and is being presented at this time. She noted that the agreement before them has been negotiated by all parties and is in an acceptable form. She noted that the RDA Solicitor has been reviewed the agreement before the Board at this time.

Following this presentation, Mr. Spadoni made a motion to accept the Land Use Agreement between the RDA, City of Bethlehem and the Hotel Bethlehem. Ms. Samuelson seconded the motion. The motion was unanimously approved and the Land Use Agreement was approved.

AMENDMENT TO COOPERATION AGREEMENT – 723 BROADWAY PROJECT

Mr. Bethel indicated that the RDA Board has been asked to review and consider for approval Amendment Number 2 to the Cooperation Agreement between the RDA and Community Action Lehigh Valley (CALV) for the renovations to 723 Broadway. It was noted that the RDA received Blight Remediation Program grant funds to be used towards the renovation of this blight certified property, which CALV is completing. It was noted that Amendment Number 2 will extend the contract period from December 31, 2022 to September 30, 2024. If acceptable, this amendment can be approved via motion.

Mr. Spadoni asked why the delay in presenting this amendment to the RDA Board for consideration. Ms. Bambu-Weiss indicated that prior to extending any agreement, the RDA needed to be granted an extension of the grant term. Ms. Bambu-Weiss added that this grant extension was granted and that is why this amendment is being presented to the RDA Board at this time. She also noted that the grant period has been extended until December 31, 2024.

Mr. Spadoni asked about Amendment Number 1 and if a time extension was included within it. Ms. Bambu-Weiss indicated that Amendment Number 1 was a clarification of property maintenance responsibilities between the parties and did not include any extension of time to perform the property renovations. She added that it appears the renovations to this property will be completed prior to the September 30, 2024 date indicated in Amendment Number 2.

Following this discussion, Mr. Spadoni made a motion to approve Amendment Number 2 to the Cooperation Agreement between the RDA and Community Action Lehigh Valley (CALV) allowing until September 30, 2024 for the completion of renovations to 723 Broadway. Ms. Samuelson seconded the motion. The motion was unanimously approved. As a result, Amendment Number 2 to the Cooperation Agreement between the RDA and Community Action Lehigh Valley (CALV) was approved which allowed until September 30, 2024 for CALV to complete the renovations to 723 Broadway.

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APPROVAL OF REIMBURSEMENTS – JULY 2023

Mr. Bethel indicated that the RDA Board has been asked to review and consider for approval the invoice and reimbursements as outlined on the July 2023 invoice summary.

Mr. Spadoni made a motion to approve the invoice and reimbursements to the RDA as outlined on the July 2023 invoice summary. Ms. Samuelson seconded the motion. The motion was unanimously approved and the following invoice and reimbursements were approved:

- 1) \$450.00 represents payment from the Authority Fund account for an on-going cost related to work done in the formerly designated Bethlehem Works / TIF District.
- 2) \$15,928.69 represents reimbursement to the RDA from the Authority Fund account for various costs related to the formerly designated Bethlehem Works / TIF District.

ADJOURNMENT

As there was no further business, Mr. Spadoni made a motion to adjourn the July 27, 2023 RDA Board meeting. Ms. Samuelson seconded the motion and the motion was unanimously carried. As a result, the meeting adjourned at 5:20 P.M.

Submitted by,

Heather M. Bambu-Weiss
Board Secretary