

**REDEVELOPMENT AUTHORITY OF THE CITY OF BETHLEHEM  
NOVEMBER 12, 2020**

Virtual Meeting via GoToMeeting  
Bethlehem, PA 18018

**MINUTES**

The Board of the Redevelopment Authority of the City of Bethlehem met for a rescheduled, regular meeting on Thursday, November 12, 2020 at 5:00 P.M. via GoToMeeting. The place, the hour and the date duly noted for the holding of this meeting was publicized.

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

Earl Bethel  
Lea B. Grigsby  
Tracy Oscavich  
Christopher Spadoni

The Chairman called a quorum present.

Also present were:

Tony Hanna, Executive Director  
Michael E. Riskin, Esq., Solicitor  
Heather M. Bambu-Weiss, Board Secretary  
Eric Evans, Business Administrator, City of Bethlehem

**APPROVAL OF MINUTES**

Mr. Spadoni made a motion to approve the minutes of the October 22, 2020 regular meeting of the Redevelopment Authority. The minutes were emailed earlier to each member of the Board. As there were no changes notes, Ms. Grigsby seconded the motion. The motion carried unanimously and the minutes of the October 22, 2020 regular meeting of the Redevelopment Authority were approved.

**COURTESY OF THE FLOOR**

Due the Covid-19 situation, the RDA meeting was conducted virtually via GoToMeeting. To provide an opportunity for guests to share any thoughts about the RDA agenda items, or other Authority business, the virtual meeting information was posted on the RDA website on November 6, 2020 and included instructions to contact the RDA office if any members of the community had any thoughts about RDA business to share with the RDA Board during this meeting. The RDA phone line was available and monitored during the meeting by the Administrative Coordinator. No phone calls were received during meeting. In addition, no messages to be shared at the meeting were provided to the RDA prior to or during the meeting.

**EXECUTIVE DIRECTOR REPORT**

Mr. Heckman turned the meeting over to Mr. Hanna for his Executive Director Report. Mr. Hanna indicated that updates he had for the RDA Board involved the agenda items indicated for Board action later in the meeting. Therefore, Mr. Hanna stated that he was not going to provide an Executive Director report at this time but rather would present updates on the various matters as each item for Board consideration is presented.

**RESOLUTION NUMBER 1479**

Mr. Heckman stated that the RDA Board has been asked to review and consider for approval Resolution Number 1479, which authorizes maintenance and repair work to the Bethlehem Landing Visitor Center / Stock House.

Mr. Hanna indicated that when talks were occurring about potential projects for the last year of TIF funds, the Bethlehem Landing Visitor Center / Stock House was discussed. He explained that this structure has been plagued with some issues which are outside the maintenance work required by ArtsQuest as part of their lease with the RDA for the building. He explained that the work necessary involved roof and window issues, water seepage, offices that were susceptible to leakage. He explained that these issues were the responsibility of the RDA to address being the RDA owned the property. Mr. Hanna further indicated that all the issues were reviewed and evaluated as the best way to resolve the problems. He noted that the roof issue is the most significant of the issues and explained that the problem has been identified as the result of the cutting of the Hoover-Mason Trestle line so offices could be located on the 2<sup>nd</sup> floor of the building and better seeming needed that the roof connection.

Mr. Hanna added that the estimated cost for these repairs total approximately \$131,500 and includes repointing the north wall of the building due to water seepage as well as the significant roof repair.

Mr. Spadoni questioned if the work being proposed for the RDA to complete is something that the RDA is required to do or if it is something that ArtsQuest should be responsible for correcting. Mr. Hanna indicated that the repairs needing to be done is out of the scope of regular maintenance to the building and, as a result, would be outside the scope of work ArtsQuest would be responsible for having to do. He added that since the RDA owns this building, this work would be the responsibility of the property owner as the repairs are major repairs rather than typical regular maintenance work to the building.

Mr. Spadoni indicated his desire to be sure the work described to the RDA Board as needing to be done at the Visitor Center was something outside the scope of regular maintenance work which ArtsQuest would be responsible for due to their leasing of the building from the RDA. Mr. Hanna responded that yes, this work would be outside the ArtsQuest responsibility per their lease agreement with the RDA for the use of the Visitor Center building.

Mr. Heckman indicated his agreement with the perspective expressed by Mr. Spadoni as far as ensuring the work needing to be done at the Visitor Center was outside the scope of work required by ArtsQuest per their lease agreement and added that he would suggest the RDA and ArtsQuest meet to clarify the role of each entity moving forward due to the ending of the TIF. Mr. Hanna responded that he would prioritize these talks. Mr. Hanna also noted that discussions with the City will occur regarding the transfer of these RDA sites to the City due to lack of funds for the RDA with the end of the TIF revenue source.

Following this presentation and discussion, Mr. Spadoni presented the following resolution to the Board and moved for its adoption by the Board.

**REDEVELOPMENT AUTHORITY OF THE CITY OF BETHLEHEM**  
**RESOLUTION FOR MAINTENANCE AND IMPROVEMENTS**  
**STOCKHOUSE VISITOR CENTER**

WHEREAS, the City of Bethlehem and the Redevelopment Authority of the City of Bethlehem had established a Tax Incremental Financing Plan (TIF Plan) in March 2000, and updated the TIF Plan in October 2010; and

WHEREAS, an updated TIF Plan of Finance was also created in October 2010, which included among other things, priorities for the use and funding of TIF investments and expenditures; and

WHEREAS, the 2010 Plan of Finance, as described in the Rebate Agreement dated October 7, 2010, provides for the Redevelopment Authority to pay all or a portion of the costs of acquisition, design, construction, and equipping of on-site infrastructure work, parking facilities, road improvements, public facilities and streetscapes and signage, within the Bethlehem Works Redevelopment Area; and

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WHEREAS, the Redevelopment Authority had advanced the planning , design, and construction for the development of the historic Stock House and the adaptive reuse and repurposing of the Stock House into a Public Visitor Center and offices in the Bethlehem Works Redevelopment Area; and

WHEREAS, after almost ten (10) years of operation and use as a public facility and historic site, the Stock House Visitor Center requires some much-needed repairs and maintenance; and

WHEREAS, a plan for maintenance and repairs was secured from USA Architects and bids and proposals were secured, based on the plans by Boyle Construction, Inc., in the amount of \$131,500, copy attached, for the renovation and repair work.

NOW, THEREFORE, BE IT RESOLVED THAT, the Redevelopment Authority of the City of Bethlehem, hereby approves the plan as submitted by USA Architects and the bids and proposals for construction work as presented by Boyle Construction, Inc.

BE IT FURTHER RESOLVED, that in the even agreement s will be necessary to legally effect the above referenced construction work, that the Chairperson or Vice-Chairperson is authorized to execute any and all contracts or agreements on behalf of the Redevelopment Authority, same to be attested to by the Secretary.  
(Resolution Number 1479)

Ms. Grigsby seconded the motion. The motion was unanimously adopted by the Board. As a result, Resolution Number 1479 was unanimously adopted by the RDA Board.

**RESOLUTION NUMBER 1480**

Mr. Heckman stated that the RDA Board has been asked to review and consider for approval Resolution Number 1480, which authorizes modifications to the existing Founders Way Entrance Island.

Mr. Hanna stated that this project work is a lower priority than the previously discussed Visitor Center repairs and other projects to be discussed later in the meeting. Mr. Hanna explained that the median planted at the Founders Way entrance area has been showing signs of age and that maintenance to the area has become greater than desired. Mr. Hanna noted that with the City taking over the maintenance of this site, it is being suggested that some clean-up occur at this median as well as some lower maintenance landscaping plantings occur.

Mr. Hanna noted that the proposal for this project includes replacing the existing with 1,100 plants and grass which will be much lower in maintenance needs that what current is present. Mr. Hanna indicated that this project would be funded if money is available after other higher priority projects are completed.

Mr. Spadoni asked who owns this median and who would benefit from the improvements described. Mr. Hanna stated that this property is owned by the City of Bethlehem and these improvements would benefit the City.

Following this presentation and discussion, Mr. Spadoni presented the following resolution and moved for its adoption by the Board.

**REDEVELOPMENT AUTHORITY OF THE CITY OF BETHLEHEM  
RESOLUTION FOR MAINTENANCE AND IMPROVEMENTS  
STEELSTACKS CAMPUS LANDSCAPING**

WHEREAS, the City of Bethlehem and the Redevelopment Authority of the City of Bethlehem had established a Tax Incremental Financing Plan (TIF Plan) in March 2000, and updated the TIF Plan in October 2010; and

WHEREAS, an updated TIF Plan of Finance was also created in October 2010, which included among other things, priorities for the use and funding of TIF investments and expenditures; and

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WHEREAS, the 2010 Plan of Finance, as described in the Rebate Agreement dated October 7, 2010, provides for the Redevelopment Authority to pay all or a portion of the costs of acquisition, design, construction, and equipping of on-site infrastructure work, parking facilities, road improvements, streetscapes and signage, within the Bethlehem Works Redevelopment Area; and

WHEREAS, the Redevelopment Authority had advanced the planning, design, and construction of landscaping and streetscapes in Bethlehem Works Redevelopment Area; and

WHEREAS, the SteelStacks Campus, after over ten (10) years of operation and use as public site and heavily utilized public venue requires some much-needed improvements and maintenance as well as replacement plantings in the planting beds along Founders Way and other parts of the campus; and

WHEREAS, a proposal for maintenance and repairs was secured for replacement plantings and maintenance, based on a plan developed by Simone Collins, landscape architects, from Edge of the Woods, Native Plans, copy attached.

NOW, THEREFORE, BE IT RESOLVED THAT, the Redevelopment Authority of the City of Bethlehem hereby approves the proposal for \$17,863 for the purchase of plant material and installation of plants on the median in Founders Way and nearby locations.

BE IT FURTHER RESOLVED, that in the event an agreement will be necessary to legally effect the above referenced construction, that the Chairperson or Vice-Chairperson is authorized to execute any and all contracts or agreements on behalf of the Redevelopment Authority, same to be attested to by Secretary.

(Resolution Number 1480)

Ms. Grigsby seconded the motion. The motion was unanimously adopted by the Board. As a result, Resolution Number 1480 was unanimously adopted by the RDA Board.

Mr. Hanna reminded the Board that the passage of this resolution does not guarantee the RDA will fund this project as it depends upon the cost of other more priority projects. He added that this resolution passages commits funds to this project should there be money available after higher priority projects are completed.

**RESOLUTION NUMBER 1481**

Mr. Heckman stated that the RDA Board has been asked to review and consider for approval Resolution Number 1481, which authorizes the RDA to provide conduit financing services pertaining to the Steel General Office Annex through a funding request from the Pennsylvania Gaming Local Shares Account.

Mr. Hanna reminded the RDA Board that the RDA was awarded \$25,000 of local shares account (LSA) money to assist with the veteran memorial relocation outside the National Museum of Industrial History (NMIH). Mr. Hanna added that the City and the project developer of the Bethlehem Steel General Office project have requested the RDA apply for some local shares funding of the gaming monies available for Northampton County projects.

Mr. Hanna explained the RDA would apply for a grant in an amount up to \$100,000 to assist with the interior remediation of the General Office and Annex building, including the removal of hazardous materials from the building. He noted that the RDA would be a conduit for this financing and added that the developer is Peron Development. Mr. Hanna also noted that Peron has had studies done to determine the cost of interior work and other aspects of the project and that these studies have shown significant costs involved for this project.

Mr. Spadoni asked if this financing holds the City and/or RDA liable in any way for this project. Mr. Hanna indicated that this financing is harmless to the City and RDA.

Ms. Oscavich asked what kind of matching is required for these LSA funds and asked if what kind of costs the studies showed for the interior work, including the removal of hazardous materials. Ms. Oscavich commented that based upon her past experience removal of hazardous materials can be quite costly. Mr. Hanna stated that there are

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matching requirements for these funds but indicated that the estimated project cost and planned private investment by the developer will ‘over-match’ the LSA funds. Mr. Hanna indicated that he has a copy of the study done of the project and would share it with the Board. He also noted that the non-residential portion of this project will be CRIZ eligible.

Following this presentation, Mr. Spadoni presented the following resolution to the Board and moved for its adoption by the Board.

WHEREAS, the Pennsylvania Race Horse Development and Gaming Act (Act 2004-71) as amended has established the Pennsylvania Gaming Local Share Account (“Local Share Account”) under the Commonwealth Financing Agency (CFA) for the purpose of distributing revenues of certain licensed gaming facilities in an orderly and timely fashion to support and enhance community and economic well-being; and

WHEREAS, the Commonwealth of Pennsylvania, through the CFA, provides for projects in Lehigh and Northampton Counties with the opportunity to apply for eligible public interest projects, community improvement projects, economic development projects and reasonable administrative fees; and

WHEREAS, the Redevelopment Authority of the City of Bethlehem desires to submit an application to the CFA for an economic development project to help support the redevelopment of the former Bethlehem Steel General Office Annex, located on East Third Street in Bethlehem, PA. The property will be redeveloped for commercial use with community greenspace included north of the property; and

WHEREAS, the project includes the interior demolition and environmental remediation of the property with the repurposing of a historic, former Bethlehem Steel building into multi-tenant office space with supporting businesses such as restaurant and other retail uses; and

WHEREAS, the building will feature an open-air atrium and a plaza and greenspace to support community-based events and will have vehicular, bike and pedestrian connectivity between the surrounding neighborhood, Lehigh University and other surrounding venues and facilities including Steel Stacks and the Wind Creek Casino.

NOW, THEREFORE, BE IT RESOLVED, by the Redevelopment Authority of the City of Bethlehem that:

1. The proposed project to be funded by a grant from the Local Share Account program through the CFA is hereby eligible and approved.
2. The Executive Director, on behalf of the Redevelopment Authority of the City of Bethlehem, is authorized and directed to execute a Local Share Account application in the amount of \$100,000 to the PA Department of Community & Economic Development on behalf of the CFA.

(Resolution Number 1481)

Mr. Bethel seconded the motion. The motion was unanimously adopted by the Board. As a result, Resolution Number 1481 was unanimously adopted by the RDA Board.

**APPROVAL OF INVOICES – NOVEMBER 2020**

Mr. Heckman stated that the RDA Board has been asked to review and consider for approval the invoices / reimbursements as outlined on the November 2020 invoice summary.

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Mr. Spadoni made a motion to approve of the payments / invoices as outlined on the November 2020 invoice summary. Mr. Bethel seconded the motion. The motion was unanimously approved and the following payments were approved:

- 1) \$210,863.47 represents costs associated with On-Going and Maintenance Costs and payment of such costs to be made from the Authority Fund.
- 2) \$13,478.17 represents reimbursement to the RDA from the Administrative Expense Fund for various administrative costs associated with overall / general TIF project work.
- 3) \$6,341.54 represents reimbursement to the RDA from the Authority Fund account for various costs related to the Bethlehem Works / TIF District.

**RESOLUTION NUMBER 1482**

Mr. Heckman stated that the RDA Board has been asked to review and consider for approval Resolution Number 1482, which authorizes additional paved areas and crosswalks in portions of First Street and Founders Way within the designated Bethlehem Works / TIF District.

Mr. Hanna noted that with the reconstruction and repaving of Founders Way and First Street removed a substantial amount of brick. Since a substantial amount was saved when this reconstruction work was redone a request has add some crosswalks. Mr. Hanna explained that there are two (2) crosswalks being proposed with one being larger than the other.

Mr. Hanna indicated that the resolution before the RDA Board for consideration has a maximum of \$80,000 specified for this work and added that this work was a higher priority than the previously discussed Founders Way Entrance Island median landscaping project.

Mr. Hanna noted that he is receiving the cost estimates for this work at this time and that he should have more solid costs for this work at the December 2020 RDA Board meeting ,rather than the estimated costs he currently has. Mr. Hanna also noted that this work was something the City of Bethlehem Public Works department requested be done at the Steel Stacks Campus by the RDA.

Mr. Heckman asked who is responsible for the maintenance of this portion of the Steel Stacks Campus. Mr. Hanna stated that this area is maintained by the City of Bethlehem. He also added that while the under the current recommendation the RDA would pay for these crosswalks, the future maintenance and repairs to the crosswalks would be the responsibility of the City of Bethlehem.

Mr. Spadoni asked who would be responsible for the maintenance of this site and the described work after completion. Mr. Hanna indicated that the area being discussed for these improvements is within the City right-of-way and would be the City's responsibility to maintain.

Following this presentation and discussion, Mr. Bethel presented the following resolution to the Board and moved for its adoption by the Board.

**REDEVELOPMENT AUTHORITY OF THE CITY OF BETHLEHEM  
RESOLUTION FOR ADDITIONAL PAVED AREAS AND CROSSWALKS IN PORTIONS OF  
FIRST STREET AND FOUNDERS WAY**

WHEREAS, the City of Bethlehem and Redevelopment Authority of the City of Bethlehem had established a Tax Incremental Financing Plan (TIF Plan) in March 2000, and updated the TIF Plan in October 2010; and

WHEREAS, an updated TIF Plan of Finance was also created in October 2010, which included among other things, priorities for the use and funding of TIF investments and expenditures; and

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WHEREAS, the 2010 Plan of Finance, as described in the Rebate Agreement dated October 7, 2010, provides for the Redevelopment Authority to pay all or a portion of the costs of acquisition, design, construction, and equipping of on-site infrastructure work, parking facilities, road improvements, streetscapes and signage, within the Bethlehem Works Redevelopment Area; and

WHEREAS, the Redevelopment Authority had advanced the planning, design, and pre-construction services for the reconstruction and repaving of portions of First Street and Founders Way in the Bethlehem Works Redevelopment Area; and

WHEREAS, Keystone Consulting Engineers had been retained by the Redevelopment Authority, on consultation with the City of Bethlehem, to prepare plans and specifications for reconstruction and repaving; and

WHEREAS, the Redevelopment Authority secured pricing and proposals for the reconstruction of portions of First Street and Founders Way based upon the final plans and specifications prepared by Keystone Consulting Engineers; and

WHEREAS, work has been completed by Barker and Barker of Bethlehem, PA for Biuminous Paving work and Eastern Sates Paving of Slatington, PA for Brick Paving work; and

WHEREAS, the City of Bethlehem, Public Works Department, has requested that we consider the addition of two (2) additional brick paved crosswalks in Founders Way and in First Street; and

WHEREAS, preliminary estimates for the work have been established in the range of \$70,00 to \$80,000 by Boyle Construction, Inc.

NOW, THEREFORE, BE IT RESOLVED, that the Redevelopment Authority approves the expenditure of up to \$80,000 for the additional paving work to be confirmed by proposals and bids from Barker and Barker and Eastern States Paving.

BE IT FURTHER RESOLVED, that in the event an agreement will be necessary to legally effect the above referenced funding, that the Chairperson or Vice-Chairperson is authorized to execute any and all contracts on behalf of the Redevelopment Authority, same to be attested to by the Secretary.

(Resolution Number 1482)

Mr. Spadoni seconded the motion. The motion was unanimously adopted by the Board. As a result, Resolution Number 1482 was unanimously adopted by the RDA Board.

**RESOLUTION NUMBER 1483**

Mr. Heckman stated that the RDA Board has been asked to review and consider for approval Resolution Number 1483, which authorizes the RDA to enter into an Amendment Number 2 with Bethlehem Economic Development Corporation (BEDCO) to extend the term of the South Bethlehem Community Ambassador Program Agreement to March 31, 2021.

Mr. Hanna reminded the Board that the Southside Ambassador Program has been supported by the RDA over the past years for the service they provide within the designated TIF District. He noted their services relieve the City of garbage collection and monitoring the Hoover-Mason Trestle and other areas within the TIF District. He indicated that while this is not a priority use of TIF funds, he is recommending this contract extension to continue these services for an additional 6-month period if there is TIF money available after the priority projects are financed.

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Following this presentation, Ms. Oscavich presented the following resolution to the Board and moved for its adoption by the Board.

**REDEVELOPMENT AUTHORITY OF THE CITY OF BETHLEHEM  
AUTHORIZING EXECUTION OF AMENDMENT NO. 2  
TO AGREEMENT FOR  
SOUTH BETHLEHEM COMMUNITY AMBASSADORS PROGRAM**

WHEREAS, the City of Bethlehem in collaboration with Lehigh University has launched the South Bethlehem Community Ambassador Program to invigorate the community and encourage economic and community development; and

WHEREAS, the focus of the program is a cleaner, safe South Bethlehem commercial district that becomes a destination for shopping, dining, and entertainment; and

WHEREAS, uniformed ambassadors will be used to provide safety and to clean the area; and

WHEREAS, portions of the Bethlehem Works Redevelopment Area are included in the targeted South Bethlehem, commercial district to receive Ambassadors service; and

WHEREAS, the Redevelopment Authority of the City of Bethlehem collaborated with the City of Bethlehem, Lehigh University, Bethlehem Economic Development Corporation and the Stone House Group to help fund the program; and

WHEREAS, the Bethlehem Economic Development Corporation has agreed to act as the program manager for the South Bethlehem Community Ambassador Program; and

WHEREAS, the Redevelopment Authority of the City of Bethlehem entered into an Agreement dated February 15, 2015, to provide funding for the South Bethlehem Community Ambassadors Program for the portions of the Bethlehem Works Redevelopment Area included in the targeted South Bethlehem Commercial district; and

WHEREAS, the Redevelopment Authority of the City of Bethlehem entered into an Amendment No. 1, dated October 5, 2017, to extend the term of the Agreement to September 30, 2020; and

WHEREAS, the Redevelopment Authority of the City of Bethlehem and Bethlehem Economic Development Corporation mutually agree to further extend the term of the Agreement to March 31, 2021 with Amendment No. 2.

NOW, THEREFORE, BE IT RESOLVED, by the Redevelopment Authority of the City of Bethlehem that Amendment No. 2 between the Bethlehem Economic Development Corporation and the Redevelopment Authority of the City of Bethlehem be accepted and approved for execution.

BE IT FURTHER RESOLVED that the Chairman, Vice-Chairman, or Executive Director is authorized to execute Amendment No. 2 on behalf of the Authority, same to be attested to by the Secretary.

(Resolution Number 1483)

Mr. Bethel seconded the motion. The motion was unanimously adopted by the Board. As a result, Resolution Number 1483 was unanimously adopted by the RDA Board.

Mr. Spadoni asked what the deadline was for the spending of the TF funds from this last year of collections. Mr. Hanna explained that he has discussed this with RDA Bond Counsel, Atty. Rhodes, who indicated that all funds needed to be spent and/or committed prior to the expiration of the TIF on November 15, 2020. Mr. Hanna also explained that Atty. Rhodes indicated that RDA would have a reasonable period of time to spend all money for costs committed by that deadline. Mr. Hanna stated that these funds would be fully spent prior to the end of the RDA fiscal period but he added that he is hoping to have everything spent prior to that date. He noted that some of the projects approved may have to be completed in the early Spring 2021 due to weather conditions needed to mortar, landscaping and project work such as these.

**GENERAL DISCUSSION**

**Upcoming RDA Meetings – December 2020** – Mr. Heckman asked if the December 2020 meeting could be rescheduled to December 17, 2020. He noted that County Council will be meeting on the new RDA meeting date of December 10, 2020, creating a conflict for both him and Mr. Spadoni.

The RDA Board discussed and unanimously approved updating the December 2020 meeting date as follows:

December 2020 RDA Board meeting rescheduled to Thursday, December 17, 2020 at 5:00 PM

Ms. Bambu-Weiss indicated she would advertise this updated meeting in the newspaper as well as post this new meeting date on the RDA website.

**TIF Financing** – Mr. Evans asked to provide some comments about the Tax Incremental Financing (TIF) District with the expiration of it occurring on November 15, 2020. Mr. Evans stated that the creation and implementation of the TIF over the past 20-years has made quite an impact. He noted that it has provided great amenities to the City of Bethlehem residents and visitors to the City. Mr. Evans thanked the RDA Board and Mr. Hanna for their work during these past years.

Mr. Heckman indicated that in his opinion the RDA can look at the accomplishments of the TIF with pride. He indicated a person pride in all it has provided and noted the recognition it has received nationally due to the redevelopment of the former Bethlehem Steel site.

Mr. Hanna added that the Steel Stacks campus was awarded an international award and thought it should be proud of the international recognition through the Urban Land Institute that the Steel Stacks Campus has received as well.

**ADJOURNMENT**

As there was no further business, Ms. Oscavich made a motion to adjourn this November 12, 2020 RDA Board meeting. Ms. Grigsby seconded the motion and the motion was unanimously carried. As a result, the meeting adjourned at 6:18 P.M.

Submitted by,

Heather M. Bambu-Weiss  
Board Secretary