

**REDEVELOPMENT AUTHORITY OF THE CITY OF BETHLEHEM
JULY 22, 2021**

Town Hall at Bethlehem City Hall
10 East Church Street
Bethlehem, PA 18018
and via GoToMeeting

MINUTES

The Board of the Redevelopment Authority of the City of Bethlehem met for a regular meeting on Thursday, July 22, 2021 at 5:00 P.M. This meeting occurred both in-person in Town Hall at Bethlehem City Hall; 10 East Church Street, Bethlehem, Pennsylvania as well as via GoToMeeting. 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:

Lea B. Grigsby
Tracy Oscavich
Christopher Spadoni

The Vice-Chairman called a quorum present.

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

RDA member Ronald Heckman contacted the RDA prior to the meeting and indicated that he would not be able to attend or participate in this meeting.

APPROVAL OF MINUTES

Mr. Spadoni made a motion to approve the minutes of the July 8, 2021 rescheduled regular meeting of the Redevelopment Authority. The minutes were emailed earlier to each member of the Board. Ms. Grigsby seconded the motion. The motion carried unanimously and the minutes of the July 8, 2021 rescheduled 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 May 31, 2021. These cash reports were emailed earlier to each member of the Board. As there were no errors or changes reported, Ms. Oscavich seconded the motion. The motion carried unanimously and the cash reports for the month ended May 31, 2021 were approved.

Mr. Spadoni made a motion to approve the cash reports for the month ended June 30, 2021. These cash reports were emailed earlier to each member of the Board. As there were no errors or changes reported, Ms. Grigsby seconded the motion. The motion carried unanimously and the cash reports for the month ended June 30, 2021 were approved.

COURTESY OF THE FLOOR

There were no guests present at Town Hall or via GoToMeeting. As a result, there were no comments during Courtesy of the Floor and the Vice-Chairman moved onto the next agenda item for the RDA meeting.

EXECUTIVE DIRECTOR REPORT

Mr. Bethel turned the meeting over to Mr. Hanna for his Executive Director Report. Mr. Hanna provided updates to the Board regarding RDA activities.

- 1) **Intergovernmental Agreement** – Mr. Hanna reported that the City of Bethlehem Finance Committee met on July 20, 2021 and discussed the Intergovernmental Agreement between the RDA and City of Bethlehem. He added that there were some questions from City Council members present involving clarification of duties, use of funds, responsibility for RDA properties and such.
- 2) **TIF District Projects – Bethlehem Landing Visitor Center** - Mr. Hanna indicated that masonry work has been completed on three (3) of the four (4) walls at the Bethlehem Landing Visitor Center. He noted that the masonry work for the last wall will be completed after Musikfest.
- 3) **TIF District Projects – Founders Way Entrance** - Mr. Hanna reported that a Request for Proposal (RFP) has been drafted and will be circulated soon for a large sculpture to be featured in the median of the Founders Way Entrance Island. He explained that the City has grant funds available to be used for sculptures / art and will be using these funds toward this project. He added that TIF funds will be used to complete the landscaping of this entrance island to complement the sculpture as well as provide low maintenance plantings and/or hardscaping to the site.
- 4) **TIF District Projects – Hoover-Mason Trestle** – Mr. Bethel asked Mr. Hanna about the completion of the Hoover-Mason Trestle (HMT). Mr. Hanna explained that plans for completing the HMT are included in the Wind Creek new hotel and additional parking garage projects. He added that the current plans for ending the HMT include connections to the new hotel, the Number 2 Machine shop, and into the additional parking garage planned for the site. Mr. Hanna explained that ultimately the HMT will be the spine to connect the Steel Stacks and Wind Creek campuses and the need for its completion has been recognized by Wind Creek.

MUSIKFEST 2021 – USE PERMIT AGREEMENT – SUN INN COURTYARD

Mr. Bethel noted that the RDA Board has been asked to review and consider for approval the Use Permit Agreement allowing Musikfest 2021 to use the RDA property located within the Sun Inn Courtyard. He added that the approval of this agreement can be done via motion.

Mr. Hanna reported that since Musikfest 2021 will be an in-person event, ArtsQuest has requested use of the property the RDA owns behind the Sun Inn. He reminded the Board that this was the location of Liederplatz.

Mr. Bethel asked if this Use Permit will impact the Apollo Grill use of the property during Musikfest. Mr. Hanna stated that the Apollo Grill will temporarily lose the use of this property during Musikfest; however, he added an agreement was reached to accommodate the Apollo for this inconvenience. Mr. Hanna explained that ArtsQuest has agreed to pay to remove, store and re-install the tent for the Apollo Grill during Musikfest. He also noted that ArtsQuest will also have the tent set-up for the Apollo as soon as possible after Musikfest ends so as not to impact the Apollo Grill any longer than necessary.

Mr. Spadoni expressed great concern regarding the condition of the RDA property after Musikfest occurs. He noted the great impact seen to grass and other grounds in the City after Musikfest ends each year and noted the treatment to these areas do little to return them back to their original condition. Mr. Spadoni requested a clause be added to the Use Permit Agreement requiring Musikfest to do any and all repairs to the RDA property after Musikfest is completed so as to return the property to the RDA in the same condition in which it was originally received prior to the start of Musikfest.

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Mr. Spadoni made a motion to approve the Use Permit Agreement between the RDA and ArtsQuest for the use of the RDA property located within the Sun Inn Courtyard and requested a modification to the agreement be made to include a clause requiring ArtsQuest to do all repairs to the RDA property after Musikfest is completed so the property is returned to the RDA in the same condition in which it was originally received prior to the start of Musikfest. Ms. Grigsby seconded the motion and noted her total agreement and great concerns regarding the conditions of properties after Musikfest and the impact this has upon the overall City appearance.

Following this motion and second, the RDA unanimously approved the Use Permit Agreement between the RDA and ArtsQuest for the use of the RDA property located within the Sun Inn Courtyard as well as a modification to the agreement to add a clause requiring ArtsQuest to do all repairs to the RDA property after Musikfest is completed so the property is returned to the RDA in the same condition in which it was originally received prior to the start of Musikfest.

During this discussion, Mr. Riskin reviewed the Use Permit Agreement. Mr. Riskin reported that the language requested by the Board regarding the condition of the property returned to the RDA after Musikfest is contained in the Use Permit Agreement for the RDA property located within the Sun Inn Courtyard. Mr. Spadoni requested Mr. Hanna ensure that this agreement item is fully enforced by the RDA after Musikfest 2021 occurs.

MUSIKFEST 2021 – USE PERMIT AGREEMENT – HANDWERKPLATZ

Mr. Bethel noted that the RDA Board has been asked to review and consider for approval the Use Permit Agreement allowing Musikfest 2021 to use the RDA property located within the Colonial Industrial Quarter where Handwerkplatz is located. He added that the approval of this agreement can be done via motion.

Mr. Hanna reported that since Musikfest 2021 will be an in-person event, ArtsQuest has requested use of the property the RDA, as well as the City of Bethlehem, own in the Colonial Industrial Quarter where Handwerkplatz is located. He explained that while some land parcels in this area have been transferred to the City of Bethlehem there are others which remain in the name of the RDA.

Mr. Spadoni requested that his concerns regarding the property condition after Musikfest be included in this Use Permit agreement as well as his request that that ArtsQuest be required to do any and all repairs to the RDA property after Musikfest is completed so it is returned to the RDA in the same condition in which it was originally received.

Mr. Spadoni made a motion to approve the Use Permit Agreement involving the RDA for its property located within the Colonial Industrial Quarters where Handwerkplatz will be located. He also requested a modification to the agreement be made to include a clause requiring ArtsQuest to do all repairs to the RDA, and City, property after Musikfest is completed so the property is returned to the RDA and City in the same condition in which it was originally received prior to the start of Musikfest. Ms. Grigsby seconded the motion.

Following this motion and second, the RDA unanimously approved the Use Permit Agreement involving the RDA for its property located within the Colonial Industrial Quarters, where Handwerkplatz will be located. It was also unanimously approved that a modification be made to the agreement to include a clause requiring ArtsQuest to do all repairs to the RDA, and City, property after Musikfest is completed so the property is returned to the RDA and City in the same condition in which it was originally received prior to the start of Musikfest.

During this discussion, Mr. Riskin reviewed the Use Permit Agreement. Mr. Riskin reported that the language requested by the Board regarding the condition of the property returned to the RDA, and to the City, after Musikfest is contained in the Use Permit Agreement for the RDA property located in the Colonial Industrial Quarters where Handwerkplatz will be located. Mr. Spadoni requested Mr. Hanna ensure that this agreement item is fully enforced by the RDA after Musikfest 021 occurs.

RESOLUTION NUMBER 1490

Mr. Bethel noted that the RDA Board has been asked to review and consider for approval Resolution Number 1490, which authorizes lighting work on the Hoover-Mason Trestle by West Side Electrical.

Mr. Hanna reported that issues involving the lighting of the Hoover-Mason Trestle were identified when the various TIF projects were reviewed; however, due to the Coronavirus Pandemic this work was delayed. He explained that damage to some of the special LED lighting under the handrails and stairs were identified. Mr. Hanna noted that an order to correct these issues was placed with the supplier; however, the pandemic caused a supply chain shut-down which prevented this HMT work from being done.

Mr. Hanna added that recently the supplies requested were able to be obtained after the supplier reopened and the repairs to the HMT lighting were able to be completed. He also noted that because these lights are so unique, additional supplies were also ordered for future repairs and replacing as may be necessary.

Mr. Hanna also reported that Wind Creek has been using the lighting on the Blast Furnaces more recently and expressed hope that they will continue to utilize this extensive lighting project in the future. The RDA Board requested Mr. Hanna contact Wind Creek to encourage the use of these lights on the Blast Furnaces.

Ms. Oscavich requested a clarification that the work previously done to the HMT with the 2020 TIF Funds did not include lighting. Mr. Hanna confirmed that the original work done to the HMT did not include lighting due to the questionable nature of receiving the supplies to complete the project.

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

**REDEVELOPMENT AUTHORITY OF THE CITY OF BETHLEHEM
RESOLUTION FOR MAINTENANCE AND IMPROVEMENTS
HOOVER-MASON TRESTLE**

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, streetscapes and signage, within the Bethlehem Works Redevelopment Area; and

WHEREAS, after over five (5) years of operation and use as a public park and historic site, the Hoover-Mason Trestle required some much-needed repairs and maintenance as well as replacement plantings in the planting beds along the walkway; and

WHEREAS, Levan Associates provided a proposal, in the amount of \$35,687.34, for maintenance and repairs and Edge of the Woods Native Plants provided a proposal, in the amount of \$5,256.00, for replacement plantings as detailed in the RDA Resolution Number 1377; and

WHEREAS, RDA Resolution Number 1377 was adopted at a duly called, advertised and lawful meeting of the RDA Board on October 22, 2020; and

WHEREAS, lighting maintenance and repairs were identified, in March 2020, along the Hoover-Mason-Trestle but due to the unique nature of the lighting and disruptions to manufacturing and supply due to the Coronavirus Pandemic, it appeared the fixtures could not be procured and installed in time for the current funding available; and

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WHEREAS, timing and circumstances changed and the RDA received a proposal, in the total amount of \$22,740.00, from West Side Hammer Electric for the necessary lighting maintenance and repairs as well as for the purchase of some additional supplied for future repairs to the specialized walkway and stairway lighting on the Hoover-Mason Trestle.

NOW, THEREFORE, BE IT RESOLVED THAT, the Redevelopment Authority of the City of Bethlehem, hereby approves the payment request from West Side Hammer Electric, in te amount of \$22,740.00, for the lighting maintenance and repairs to the Hoover-Mason Trestle as detailed in the West Side Hammer Electric proposal.

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 or agreements on behalf of the Redevelopment Authority, same to be attested to by the Secretary.
(Resolution Number 1490)

Ms. Oscavich seconded the motion. The motion was unanimously passed. As a result, Resolution Number 1490 was unanimously adopted by the RDA Board.

APPROVAL OF INVOICES – JULY 2021

Mr. Bethel stated that the RDA Board has been asked to review and consider for approval the invoices and reimbursements as detailed on the invoice summary for July 2021.

Mr. Spadoni made a motion to approve of the payments / invoices as outlined on the July 2021 invoice summary. Ms. Oscavich seconded the motion. The motion was unanimously approved and the following payments were approved:

- 1) \$6,683.50 represents costs associated with On-Going and Maintenance Costs and payment of such costs to be made from the Authority Fund.
- 2) \$443.47 represents reimbursement to the RDA from the Authority Fund account for various costs related to the Bethlehem Works / TIF District.

ADJOURNMENT

As there was no further business, Ms. Grigsby made a motion to adjourn this July 22, 2021 RDA Board meeting. Ms. Oscavich seconded the motion and the motion was unanimously carried. As a result, the meeting adjourned at 5:35 P.M.

Submitted by,

Heather M. Bambu-Weiss
Board Secretary