

**REDEVELOPMENT AUTHORITY OF THE CITY OF BETHLEHEM
SEPTEMBER 15, 2016**

Room 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, September 15, 2016 at 4:00 P.M. in Room A-205 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
Heather M. Bambu, Board Secretary
Michael E. Riskin, Esq., Solicitor

RDA Board Member Dennis Cunerd contacted the RDA office prior to the meeting and indicated that he was unable to attend. Mr. Henninger contacted the RDA office after the meeting indicating that he was unable to attend due to an unexpected, last minute work conflict.

APPROVAL OF MINUTES

Mr. Bethel made a motion to approve the minutes of the July 21, 2016 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. Spadoni seconded the motion. The motion carried unanimously and the minutes of the July 21, 2016 regular meeting of the Redevelopment Authority were approved.

FINANCIAL REPORTS

The Financial Reports for the months ended June 30, 2016 and July 31, 2016 were mailed to the Redevelopment Authority Board members prior to the meeting. As there were no changes or errors noted in these reports, Mr. Bethel made a motion that the cash reports for the months ended June 30, 2016 and July 31, 2016 be accepted as presented. Mr. Bethel seconded the motion. Motion unanimously carried and the cash reports for the months ended June 30, 2016 and July 31, 2016 were accepted as presented.

COURTESY OF THE FLOOR

Since no guests were present at this meeting, Mr. Heckman noted there that the Courtesy of the Floor portion was not necessary at this time. He then proceeded to the next agenda item and continued the meeting.

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 updated the Board as follows:

1. **Northampton County Meeting at Steel Stacks** – Mr. Hanna indicated that Northampton County Council will be holding a meeting at Steel Stacks on October 6, 2016. He explained that the Northampton County Economic Development Committee will be holding its meeting at the ground floor of the Visitor’s Center at 4:00 PM on Thursday, October, 6, 2016. Mr. Hanna invited the RDA Board to attend this meeting as well. He explained that he will speaking at this meeting by providing an update as to how the County of Northampton TIF revenues were spent as part of these Steel Stack projects. He indicated those present will also be provided the opportunity to tour the campus if they desire. Mr. Hanna added that Northampton County Council will be meeting at 6:30 PM on that date as well at Steel Stacks.
2. **Hoover-Mason Trestle** – Mr. Hanna stated that recently The Morning Call newspaper had an article about the landscaping and plant maintenance at the Hoover-Mason Trestle. He noted that the care provided to these gardens by volunteers and the Penn State Extension Master Gardeners Program was highlighted. Mr. Hanna added his positive comments and appreciation about the care these volunteers have provided to these gardens over these past years.

Mr. Spadoni asked if any activities, similar to what occur at the Hi-Line in New York City, are being planned for the future at the Hoover-Mason Trestle. Mr. Hanna indicated that some discussions have been occurring about using the Trestle more as part of different festivals and functions at Steel Stacks. Mr. Spadoni suggested incorporating the honoring of veterans and/or other community groups may be something to consider as well.

Mr. Hanna stated that he is still working on a way to set aside maintenance funds to help with the upkeep and financial needs of the Hoover-Mason Trestle, especially for after the expiration of the TIF financing. He noted that he is looking at the creation of an endowment fund through a “Friends of the Hoover-Mason Trestle” to support maintenance costs as well as some activities involving the Trestle.

3. **Greenway Commons** – Mr. Hanna stated that the developer for Greenway Commons has contacted him about having TIF funds invested into some public development work for this private project. Mr. Hanna indicated that this is the first time a private developer has made such a requested and noted that the TIF law does allow for such a use of funds. Mr. Hanna indicated he has been working with the RDA Bond Counsel regarding this matter and noted that prior to entering into any such project he will have a formal legal opinion issued to the RDA on the use of TIF funds in such a manner. He also noted that he is working to have the developer prepare a presentation to the RDA Board, possibly at its next meeting, as part of their request for such assistance. Mr. Hanna indicated that the use of TIF funds for such a project would essentially be allowing the developer to reinvest their tax dollars back into their project.
4. **Bethlehem Steel General Office** – Mr. Hanna stated that the Sands will be replacing all the windows of the former Bethlehem Steel General Office building. He noted that eventually the Sands wants to convert this building into a residential unit; however, at the present time the need to stabilize the windows is the priority.

REAFFIRM APPROVAL OF INVOICES – AUGUST 2016

Mr. Heckman stated that because the RDA meeting for August 2016 was canceled and because the RDA Board approved payment of various invoices / reimbursements via email, the RDA Board has been asked to reaffirm its vote for the approval of invoices outlined on the August invoice summary at this meeting.

Mr. Bethel made a motion to reaffirm the approval of the invoices as outlined on the August 2016 invoice summary. Mr. Spadoni seconded the motion. The motion was unanimously approved and the following payments were authorized to occur:

- 1) \$26,390.23 represents costs associated Phase II project costs with payment of such costs to be made immediately following the RDA Board authorization and the completion of the transfer of funds from the RDA General Fund to the TIF Project Fund account. It is the understanding of the RDA Board that such a transfer will be reimbursed to the RDA General Fund upon receipt of additional TIF collections and/or other funds eligible to be used to pay such costs.
- 2) \$11,579.89 represents reimbursement to the RDA from the TIF Authority Fund for administrative and other various costs associated with the overall Bethlehem Works / TIF District project.

APPROVAL OF INVOICES – SEPTEMBER 2016

Mr. Heckman stated that the RDA Board has been asked to review and consider for approval invoices / reimbursements as outlined on the September 2016 invoice summary.

Mr. Bethel made a motion to reaffirm the approval of the invoices / reimbursements as outlined on the September 2016 invoice summary. Mr. Spadoni seconded the motion. The motion was unanimously approved and the following payments were authorized to occur:

- 1) \$5,824.04 represents reimbursement to the RDA from the Administrative Expense Fund account for administrative costs associated with the overall Bethlehem Works / TIF District project. The amount being paid is the balance available for such reimbursements to the RDA from the 2016-2017 allocation to this Administrative Expense Fund account.
- 2) \$9,522.52 represents reimbursement to the RDA from the Authority Fund account for administrative costs associated with Phase III of the Bethlehem Works / TIF District project.
- 3) \$33,682.84 represents reimbursement to the RDA from the TIF Authority Fund for administrative and other various costs associated with the overall Bethlehem Works / TIF District project.

AMENDMENT TO HOOVER-MASON TRESTLE EASEMENT

Mr. Heckman stated that the RDA Board has been asked to review and consider for approval an amendment to the Hoover-Mason Trestle Easement agreement. He noted that action on this amendment should be done by the RDA Board via motion.

Mr. Hanna stated that the City of Bethlehem purchased property in South Bethlehem as part of the South Bethlehem Greenway project near Perkins Restaurant, in the vicinity of weldship. He added that the City needs to remedy a problem with access to Third Street from Second Street, and explained that in order to address this property some of the property previously identified as South Bethlehem Greenway would need to be incorporated into this road access project.

Mr. Hanna explained that the Commonwealth of Pennsylvania will allow this new road access project to occur as long as another area can be identified and dedicated as public space to replace that greenway portion which needs to be removed from the South Bethlehem Greenway project and incorporated into this road access project. Mr. Hanna stated that the Hoover-Mason Trestle has been identified and qualifies as such a substitute for public space in this area.

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Mr. Hanna explained that the amendment to the Hoover-Mason Trestle Easement presented to and being considered by the RDA Board allows this 'land swap' to occur so that the Hoover-Mason Trestle could be dedicated as public land space to replace that which was previously designated as part of the South Bethlehem Greenway but which needs to be incorporated into the road access project.

Following this presentation by Mr. Hanna, Mr. Bethel made a motion to approve and authorize for execution by the RDA the amendment to the Hoover-Mason Trestle Easement so that the Hoover-Mason Trestle could be dedicated as public land space to replace that which was previously designated as part of the South Bethlehem Greenway but which needs to be incorporated into the road access project for South Bethlehem. Mr. Spadoni seconded the motion. The motion was unanimously approved.

As a result, the amendment to the Hoover-Mason Trestle Easement was approved and authorized for execution by the RDA so that the Hoover-Mason Trestle could be dedicated s public land space to replace that which was previously designated as part of the South Bethlehem Greenway project but which needs to be incorporated into the road access project.

ADJOURNMENT

As there was no further business, Mr. Spadoni made 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 4:30 P.M.

Submitted by,

Heather M. Bambu
Board Secretary