

**REDEVELOPMENT AUTHORITY OF THE CITY OF BETHLEHEM
AUGUST 1, 2019**

Bethlehem City Hall – Room B-504
10 East Church Street
Bethlehem, PA 18018

MINUTES

The Board of the Redevelopment Authority of the City of Bethlehem met for a rescheduled, regular meeting on Thursday, August 1, 2019 at 3:00 P.M. in Room B-504 of 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. The location of this meeting was posted in various locations at Bethlehem City Hall due to its change in location.

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

Earl Bethel
Lea B. Grigsby
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

Guests present were: Eric Evans, Business Administrator for City of Bethlehem

RDA Board Member Dennis Cunerd contacted the RDA office prior to the meeting and indicated that he was unable to attend due to a scheduling conflict.

BOARD REORGANIZATION / ELECTION OF OFFICERS

Vice-Chairman Heckman turned the meeting over to Mr. Riskin, who temporarily assumed the office of Chairman for the Board reorganization / Election of Officers for the remainder of 2019. It was noted that due to the departure of Jason Henninger from the RDA Board, the Chairman position was left vacant and so this reorganization was necessary for the remainder of 2019.

Mr. Spadoni made a motion that Mr. Heckman be the Chairman of the RDA for the remainder of 2019 and that the remaining officers be as follows: Earl Bethel – Vice-Chairman / Treasurer; Dennis Cunerd – Assistant Secretary / Assistant Treasurer; Lea B. Grigsby – Assistant Secretary / Assistant Treasurer; and Christopher T. Spadoni, Esq.- Assistant Secretary / Assistant Treasurer.

Ms. Grigsby seconded the motion. The motion was unanimously approved. As a result of this motion and the unanimous vote, the following slate of officers was created for the Redevelopment Authority for the remainder of 2019.

| Redevelopment Authority of City of Bethlehem | |
|---|---|
| Slate of Officers – 2019 | |
| Chairman | Ronald Heckman |
| Vice-Chairman Treasurer | Earl Bethel |
| Secretary | Heather M. Bambu Weiss |
| Assistant Secretary Assistant Treasurer | Dennis Cunerd Lea B. Grigsby Christopher T. Spadoni, Esq. |

Mr. Heckman resumed the meeting as Chairman. He and the other Board members welcomed Ms. Grigsby to the RDA Board.

APPROVAL OF MINUTES

Mr. Spadoni made a motion to approve the minutes of the May 16, 2019 regular meeting of the Redevelopment Authority. The minutes were emailed 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 May 16, 2019 regular meeting of the Redevelopment Authority were approved.

APPROVAL OF CASH REPORTS

Mr. Bethel made a motion to approve the cash reports for the months ended March 31, 2019; April 30, 2019 and May 31, 2019. These cash reports were emailed earlier to each member of the Board. As there were not errors or changes reports, Mr. Spadoni seconded the motion. The motion carried unanimously and the cash reports for the months ended March 31, 2019; April 30, 2019 and May 31, 2019 were approved.

COURTESY OF THE FLOOR

No guests present at the meeting had anything to share as part of the Courtesy of the Floor portion of the meeting.

EXECUTIVE DIRECTOR REPORT

Mr. Heckman turned the meeting over to Mr. Hanna for his Executive Director Report. Mr. Hanna presented a verbal report of events involving the RDA. He noted the following items:

- 1) **Urban Land Institute** – Mr. Hanna distributed cards from the Urban Land Institute featuring a photograph of the Levitt Pavilion and blast furnaces at Steel Stacks. He indicated that the Rudy Bruner Award for Urban Excellence is celebrating 30-years and noted that this card is recognizing that honor. He added that the featuring of Steel Stacks is a huge honor.
- 2) **Maher Duessel** – Mr. Hanna informed the RDA Board that the lead auditor, Tracey Rash, has left Maher Duessel following a personal tragedy. He also noted that the onsite head auditor, Ashley Ackerson, has also left for a position with the Commonwealth. He noted that the RDA will be working with a new team of auditors from Maher Duessel for the upcoming 2018-2019 audit process.
- 3) **Musikfest 2019** – Mr. Hanna stated that the RDA has made arrangements for the Bethlehem Police Department to monitor the Hoover-Mason Trestle during Musikfest 2019. He added that in addition to the on-site monitoring, the police will also be opening / closing the trestle during the festival days. He noted that the RDA reimburses the City of Bethlehem for the cost of these officers during Musikfest each year.
- 4) **Wind Creek** – Mr. Hanna indicated that he has learned Wind Creek continues to indicate its plans for expansion of the Casino and other areas in its vicinity. He noted that the first project Wind Creek has planned is for the construction of another hotel tower. Additional projects are also projected but the hotel expansion is being seen as a priority to Wind Creek at this time.
- 5) **Five 10 Flats** – Mr. Hanna noted that a new restaurant will be opening at Five 10 Flats, formerly Greenway Commons, which is located within the designated TIF District. He added that his restaurant will be a noddle restaurant and will be owned / operated by those who own / operate Bolete restaurant.

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RESOLUTION NUMBER 1462

Mr. Heckman stated that the RDA Board has been asked to review and consider for approval Resolution Number 1462, which authorizes the RDA to enter into an agreement with the City of Bethlehem to received \$10,000 of Community Development Block Grant (CDBG) funding from the 2019 allocation.

Mr. Hanna noted that these funds will reimburse the RDA for some of the costs associated with services provided by Ms. Bambu-Weiss to the City of Bethlehem CDBG program as it pertains to loan repayment processing, first-time homebuyer program, and other such program delivery costs.

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

WHEREAS, the City of Bethlehem is undertaking and carrying out a Community Development Program utilizing funds made available by the Federal Government under the provisions of Title I of the Housing and Community Development Act of 1974, as amended;

WHEREAS, the City has designated the Department of Community and Economic Development to undertake planning, execution, and administration of eligible activities in conjunction with the Community Development Program; and

WHEREAS, the City, acting through the Director of Department of Community and Economic Development, has previously authorized the Redevelopment Authority of the City of Bethlehem to act as its agent within certain redevelopment; housing and Community Development Block Grant eligible programs as requested by the Department of Community and Economic Development; and

WHEREAS, the City will provide reimbursements to the Authority pertaining to various administrative costs generally described as Redevelopment Authority Administration and Delivery costs, acquisition and demolition costs, property maintenance costs, and costs associated with Section 108/TIF.

NOW, THEREFORE, BE IT RESOLVED, that the Redevelopment Authority of the City of Bethlehem hereby approves the attached Agreement with the City of Bethlehem which provides funds up to \$10,000 for various administrative costs generally described as Redevelopment Authority Administration and delivery costs, acquisition and demolition costs, property maintenance costs and costs associated with Section 108/TIF and which the Chairperson shall be authorized to sign said Agreement, same to be attested to by the Secretary.

(Resolution Number 1462)

Mr. Bethel seconded the motion. The motion was unanimously passed. As a result, Resolution Number 1462 was unanimously adopted by the RDA Board.

SKYLINE WEST PROJECT – AMENDMENT NO. 2

Mr. Heckman stated that the RDA Board has been asked to review and consider for approval Amendment No. 2 with Skyline West LLC. If acceptable, the RDA Board has been asked to approve this amendment via motion.

Mr. Hanna explained that this amendment extends the area for the project so that the RDA can begin the condemnation process to acquire two (2) parcels of ground in the vicinity of the Skyline West development project.

Ms. Grigsby asked if the condemnation will be publicly announced to allow anyone with any claims in these parcels to file their interest. Mr. Hanna and Mr. Riskin indicated that yes, this condemnation is publicly announced. Mr. Riskin explained that the parcels will be posted and the condemnation will be advertised in law journals. He also noted that approximately 30-days after filing the notice of condemnation and advertising the condemnation of these properties, they will be owned by the RDA.

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Following this presentation and discussion, Mr. Spadoni made a motion to approve Amendment No. 2 between the RDA and Skyline West LL to allow the expansion of land to include two (2) additional parcels in the project vicinity. Mr. Bethel seconded the motion. The motion was unanimously approved. As a result, Amendment No. 2 between the RDA and Skyline West LLC was unanimously approved to allow the expansion of land to include two (2) additional parcels in the project vicinity.

RESOLUTION NUMBER 1463

Mr. Heckman stated that the RDA Board has been asked to review and consider for approval Resolution Number 1463, which authorizes the filing of Condemnation Proceedings for two (2) parcels of ground in the vicinity of the Skyline West development project.

Mr. Hanna shared a map of the project area with the RDA Board and identified the two (2) land parcels which area involved with these condemnation proceedings. Mr. Spadoni asked if any of the land has historical significance. Mr. Hanna indicated that none of the land in question has been identified as having any historic significance.

Ms. Grigsby asked if these land parcels are those which are owned by PennDOT. Mr. Hanna explained that the PennDOT parcels are additional parcels in this area and noted that the Skyline West project will encroach on both these parcels and the PennDOT parcels. He also noted that the urban renewal plan in this area was never closed and as a result we will acquire this land so that it can be sold to Skyline West for use as part of this development project. Mr. Hanna also noted that the PennDOT land will also be purchased by the RDA and sold to Skyline West for use as part of the project as well.

Mr. Hanna also noted that the costs involved with the acquisition of these land parcels are expected to be reimbursed by the RDA.

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

SELECTING AND APPROPRIATING PREMISES OWNED BY HARRISON R. MEYERS AND MARGARET E. MEYERS, HUSBAND AND WIFE, THEIR HEIRS, ADMINISTRATORS, SUCCESSORS AND ASSIGNS, FOR ACQUISITION, BEING PROPERTY LOCATED ON THE SOUTH SIDE OF SCHAFFER STREET (ON OR NEAR 157 SCHAFFER STREET) AT THE WESTERN INTERSECTION OF CONESTOGA STREET, BETHLEHEM, LEHIGH COUNTY, PENNSYLVANIA, WITHIN THE MONOCACY CREEK URBAN RENEWAL AREA (PA PROJECT R-25).

WHEREAS, the Planning Commission of the City of Bethlehem has previously certified an area in the City as the Monocacy Creek Urban Renewal Area (PA Project R-25) which includes the land more particularly described herein as a redevelopment area and approved a redevelopment plan; and

WHEREAS, in order to further implement the redevelopment plan it is necessary that the Redevelopment Authority acquire title in fee simple to the premises to be redeveloped; and

WHEREAS, the Authority has been unable to locate the owners of the property to be acquired; and

WHEREAS, in accordance with Section 12 of the Urban Redevelopment Law, being the Act of May 24, 1945, P.L. 991, as amended, the Authority is authorized to acquire title to said property through Eminent Domain proceedings.

NOW, THEREFORE, BE IT RESOLVED, that the Redevelopment Authority of the City of Bethlehem hereby selects and appropriates for the purposes of redevelopment in accordance with law the following described tracts or parcels of land together with the improvements and fixtures thereon:

Property located on the south side of Schaffer Street (on or near 157 Schaffer Street) at the western intersection of Conestoga Street, Bethlehem, Lehigh County, Pennsylvania, as more fully described in the attached Exhibit "A".

RESOLVED: That the title is to be acquired by eminent domain proceedings and should be absolute or fee simple title.

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RESOLVED: The officers of the Redevelopment Authority are authorized to execute any and all documentation and take any and all action which may be required to implement this resolution.

RESOLVED: That the solicitor for the Redevelopment Authority is hereby authorized and directed to institute such proceedings, to enter such bond and to take such other action as may be necessary or desirable to carry out the purpose of this resolution.

EXHIBIT "A"

Lands to be acquired by the Redevelopment Authority of Bethlehem
Ward 11, Block 1A
City of Bethlehem, Lehigh County, Pennsylvania

All that certain lot or parcel of land situate west of lands owned by the Redevelopment Authority of the City of Bethlehem to the proposed right of way of Fred B. Rooney Highway (S.R. 0378) and between Schafer Street (unopened) and lands owned by the Redevelopment Authority of the City of Bethlehem located in the City of Bethlehem, County of Lehigh, Commonwealth of Pennsylvania, bounded and described as follows, to wit:

BEGINNING at a point located along the eastern right of way line of Fred B. Rooney Highway (S.R. 0378) and the southwest corner of the right of way of Schafer Street (un-opened) and the lands herein described, thence;

1. N-89-36-33-E, 44.96' along the southern right of way of Schafer Street (un-opened) to a point, thence;
2. S-03-43-18-E, 43.28' along lands now or former of the Redevelopment Authority of the City of Bethlehem (157 Schafer St) to a point, thence;
3. S-89-36-33-W, 45.77' along lands now or former of the Redevelopment Authority of the City of Bethlehem (539 Conestoga Street) and in and along the right of way line of Fred B. Rooney Highway (S.R. 0378) (lands about to be conveyed to the Redevelopment Authority of the City of Bethlehem – 539 Conestoga St) to a point, thence;
4. N-02-38-57-W, 43.24' along the right of way line of Fred B. Rooney Highway (S.R. 0378) to the aforementioned point of beginning.

CONTAINING 0.0450 acres or 1,960.33 sq. ft. of land.

Ward 11, Block 1A
City of Bethlehem Lehigh County, Pennsylvania

All that certain lot of parcel of land situate north of lands owned by the Redevelopment Authority of the City of Bethlehem, south of Schafer Street (unopened) and east of lands owned by the Redevelopment Authority of the City of Bethlehem, west of Conestoga Street located in the City of Bethlehem, County of Lehigh, Commonwealth of Pennsylvania, bounded and described as follows, to wit:

BEGINNING at a point located at the intersection of the southern right of way line of Schafer Street (un-opened) and the western right of way line of Conestoga Street and the lands herein described, thence;

1. S-00-23-27-E, 43.21' along the western right of way line of Conestoga Street to a point, thence;
2. S-89-36-33-W, 65.72' along lands now or former of the Redevelopment Authority of the City of Bethlehem (539 Conestoga Street) to a point, thence;
3. N-21-38-25-E, 46.61' along lands now or former of the Redevelopment Authority of the City of Bethlehem (157 Schafer St) to a point, thence;
4. N-89-36-33-E, 48.24' along the southern right of way line of Schafer Street (un-opened) to the aforementioned point of beginning.

CONTAINING 0.0565 acres or 2,462.06 sq. ft. of land.

(Resolution Number 1463)

Ms. Grigsby seconded the motion. The motion was unanimously passed. As a result, Resolution Number 1463 was unanimously adopted by the RDA Board.

REAFFIRM APPROVAL OF INVOICES – JUNE 2019

Mr. Heckman stated that the RDA Board has been asked to reaffirm its email vote for the approval of the invoices / reimbursements as outlined on the June 2019 invoice summary. He noted that the approval of these invoices was originally done via email voting due to the June 2019 RDA meeting being cancelled.

Mr. Spadoni made a motion to reaffirm the approval of the payments / invoices as outlined on the June 2019 invoice summary. Mr. Bethel seconded the motion. The motion was unanimously approved and the following payments were approved:

- 1) \$1,859.15 represents costs associated with On-Going and Maintenance Costs and payment of such costs to be made from the Authority Fund account.
- 2) \$14,066.56 represents reimbursement to the RDA from the Administrative Expense Fund account for administrative costs related to the overall Bethlehem Works / TIF District.
- 3) \$5,399.08 represents reimbursement to the RDA from the Authority Fund for various administrative costs associated with TIF Other Projects work.
- 4) \$47,762.55 represents reimbursement to the RDA from the Authority Fund account for various costs related to the Bethlehem Works / TIF District.

APPROVAL OF INVOICES – JULY 2019

Mr. Heckman stated that the RDA Board has been asked to review and consider for approval the invoices / reimbursements as outlined on the July 2019 invoice summary.

Ms. Grigsby made a motion to approve of the payments / invoices as outlined on the July 2019 invoice summary. Mr. Bethel seconded the motion. The motion was unanimously approved and the following payments were approved:

- 1) \$275,694.95 represents costs associated with On-Going and Maintenance Costs and payment of such costs to be made from the Authority Fund account.
- 2) \$11,036.74 represents reimbursement to the RDA from the Administrative Expense Fund account for administrative costs related to the overall Bethlehem Works / TIF District.
- 3) \$238.50 represents reimbursement to the RDA from the Authority Fund for various administrative costs associated with TIF Expansion work.
- 4) \$2,982.90 represents reimbursement to the RDA from the Authority Fund for various administrative costs associated with TIF Other Projects work.
- 5) \$14,157.69 represents reimbursement to the RDA from the Authority Fund account for various costs related to the Bethlehem Works / TIF District.

SPECIAL EVENT PERMIT AGREEMENT FOR HANDWERKPLATZ

Mr. Heckman stated that the RDA Board has been asked to review and consider for approval the Special Events Permit Agreement for Handwerkplatz. He noted that this agreement takes into account land parcels the RDA owns in this area and will be impacted during Musikfest.

Mr. Hanna indicated that several years ago the City of Bethlehem reviewed the ownership of parcels in the Industrial Quarter and discovered that some land was still owned by the RDA here. As a result, a Special Event Permit Agreement was modified to include the RDA during Musikfest when this land is being used. He added that the agreement holds the RDA harmless and noted the timing of the festival and RDA meeting made this a time sensitive matter.

Mr. Spadoni questioned who was responsible for making sure the land is ready for the next festival. Mr. Hanna indicated that the City and ArtsQuest work on that matter to seed and fix the property prior to its next events.

Following this discussion, Mr. Spadoni made a motion to approve the Special Events Permit Agreement for Handwerkplatz. Mr. Bethel seconded the motion. The motion was unanimously approved. As a result, the Special Events Permit Agreement for Handwerkplatz was unanimously approved by the RDA Board.

GENERAL DISCUSSION

2019 RDA BOARD MEETINGS – Mr. Hanna reminded the RDA Board that at its May 2019 meeting a discussion occurred regarding the RDA meeting dates / times for 2020. He noted that the RDA Board agreed to meet at 5:00 PM on the 4th Thursday starting January 2020. He also noted that the RDA meetings will occur in Town Hall so that they can be recorded and live streamed for viewing by the public.

Mr. Hanna indicated that the Mayor said that the RDA proposed meeting dates / time for 2020 was a good compromise to the request to hold public meetings later so more community members could attend. Mr. Hanna also noted that if a controversial matter is before the RDA Board, the RDA has agreed to hold those meetings at a later time to be more accessible to the public.

Mr. Hanna indicated that because the RDA Board has two (2) members who also serve on the Northampton County Council and because the County Council meetings occur on the 3rd Thursday as well, he wanted to discuss with the RDA Board about moving the remaining 2019 RDA Board meeting dates. Mr. Hanna suggested the RDA Board begin meeting at 3:00 PM on the 4th Thursday for the remainder of 2019, beginning with the September 2019 Board meeting. The RDA Board unanimously approved this change in meeting dates for the remainder of 2019.

Mr. Hanna requested that Ms. Bambu-Weiss and Mr. Riskin work on advertising this change in meeting dates for the remainder of 2019.

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 3:55 P.M.

Submitted by,

Heather M. Bambu-Weiss
Board Secretary