

**REDEVELOPMENT AUTHORITY OF THE CITY OF BETHLEHEM
AUGUST 27, 2020**

Virtual Meeting via GoToMeeting
Bethlehem, PA 18018

MINUTES

The Board of the Redevelopment Authority of the City of Bethlehem met for a regular meeting on Thursday, August 27, 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

The Chairman called a quorum present.

Also present were:

Tony Hanna, Executive Director
Michael E. Riskin, Esq., Solicitor
Heather M. Bambu-Weiss, Board Secretary
J. William Reynolds, City Council Liaison to the RDA

RDA Board Member, Tracy Oscavich contacted the RDA office prior to the meeting and indicated he was unable to participate in the virtual meeting. RDA Board Member, Christopher Spadoni, contacted the RDA office and indicated he was delayed due to a commitment earlier in the day and was unable to participate in the virtual meeting.

APPROVAL OF MINUTES

Ms. Grigsby made a motion to approve the minutes of the July 23, 2020 regular meeting of the Redevelopment Authority. The minutes were emailed earlier to each member of the Board. As there were no changes notes, Mr. Bethel seconded the motion. The motion carried unanimously and the minutes of the July 23, 2020 regular meeting of the Redevelopment Authority were approved.

APPROVAL OF CASH REPORTS

Mr. Bethel made a motion to approve the cash reports for the month ended May 31, 2020. 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 May 31, 2020 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 August 21, 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 presented a verbal report of events involving the RDA. Mr. Hanna advised the Board that his Director's report would be focused on more background on several items that were on the Board agenda for approval and several that weren't but would be in the near future. The items were project related and part of the RDA's TIF close-out activities in the final of the TIF program, set to expire in November of 2020.

1. **SteelStacks Campus Street Lights** – Mr. Hanna provided background on the Street Lights in the TIF area and in particular in the SteelStacks campus. He explained that when the lights were initially installed, almost 20 years ago, there was no SteelStacks. The lights were part of the original Phase 1 of the TIF as planned and implemented by Bethlehem Steel Corporation with the assistance of the RDA and City of Bethlehem.

Mr. Hanna stated that the current lights are a combination of Sodium Vapor and Metal Halide fixtures and the City has been replacing similar fixtures with more energy efficient and maintenance friendly LED fixtures throughout the City. He added that the Public Works Department, through its Electrical Bureau, requested that the RDA consider replacing all of the fixtures in SteelStacks with LED fixtures.

Mr. Hanna indicated that the light proposal was reviewed, an independent design review and analysis were done and the recommendation is that the lights be replaced as noted in the Resolution on the Board agenda. He noted that the cost of \$200,000 for replacement is for materials only. Mr. Hanna further noted that the City crews will be doing the installation and saving a tremendous amount of money by doing so.

2. **National Museum of Industrial History (NMIH)** – Mr. Hanna noted that the other item on today's agenda relates to the NMIH and the new Artifact Yard being developed at the entrance to the museum. He reminded the Board that the NMIH is one several key anchor non-profits in the TIF area, with ArtsQuest, PBS 39, and NCC being the others. Mr. Hanna explained that the RDA has expended TIF dollars for public improvements in the public plazas at the ArtsQuest Center (21st Century Town Square) and PBS 39 as well as to improvements to NCC's public spaces (specialty lighting for the building exterior).

Mr. Hanna noted that NMIH had inquired about TIF funding for the Artifact Yard and outdoor Museum space. He explained that they completed an application for funding and noted the Board received a copy of it with their meeting packet. Mr. Hanna indicated that the application was reviewed and funding in the amount of \$110,000 was being recommended to the RDA Board. He noted that the total project cost is close to \$300,000 with additional funding coming from the Commonwealth of Pennsylvania, Northampton County and the Bethlehem Parking Authority.

Mr. Hanna explained that the latter relates to the relocation of the Steelworkers Veterans Memorial, currently located at the site of the new Parking Garage at Third and Polk Streets. He further explained that the memorial will be placed in the new Artifact Yard and will be one of several monuments and artifacts related to Bethlehem Steel and its workers and history.

3. **Other Projects at Steel Stacks Campus** – Mr. Hanna noted that two other major projects will be reviewed for approval by the Board at the next Board meeting. He indicated these additional projects involve street reconstruction and improvements to First Street as well as maintenance and improvements to both the Bethlehem Visitor Center in the Stock House and the Hoover-Mason Trestle. He explained that these projects are all in various stages of planning, design and bidding but will be finalized for approval by the September meeting date.

Mr. Hanna thanked the Board for their review of these items, noting that we have had a flurry of activity because the TIF dollars need to be expended or obligated (via Board resolution and/or contract) by November 2020. He noted that if any money is not obligated or expended by the closing date, it is required to be repaid to the taxing bodies. Mr. Hanna further noted that it is unlikely any money will be left over as he anticipates all dollars will be spent by the deadline date.

APPROVAL OF INVOICES – AUGUST 2020

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

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

- 1) \$16,706.30 represents costs associated with On-Going and Maintenance Costs and payment of such costs to be made from the Authority Fund. Of the total invoice amount of \$10,512.45, the RDA General Fund will pay \$7,930.00 of the Simone Collins invoice since those costs pertain to the relocation of the Bethlehem Steel Press artifact and the RDA will be reimbursed for these costs associated by Wind Creek. The balance of \$2,582.45 from this Simone Collins invoice will be paid from Authority Fund monies. The other invoice included from Green Valley Landscaping, Inc. will also be paid from Authority Fund monies.
- 2) \$8,685.05 represents reimbursement to the RDA from the Administrative Expense Fund for various administrative costs associated with overall / general TIF project work.
- 3) \$3,549.31 represents reimbursement to the RDA from the Authority Fund account for various administrative costs associated with TIF Other Project work.
- 4) \$737.98 represents reimbursement to the RDA from the Authority Fund account for various costs related to the Bethlehem Works / TIF District.

RESOLUTION NUMBER 1471

Mr. Heckman stated that the RDA Board has been asked to review and consider for approval Resolution Number 1471, which authorizes the RDA to file a declaration of taking to begin the eminent domain process to acquire the blight certified property at 723 Broadway, Bethlehem.

Mr. Hanna noted that this has been a problem property for some time and that because of the amount of liens on it the eminent domain process is being suggested as the way for the RDA to acquire it. He explained that eminent domain will clear all the liens existing on this property and noted that the amount of liens exceeds the appraised property value. Mr. Hanna noted that there are various municipal and tax liens as well as other liens against this property. He added the owner will likely not receive any money from this property acquisition and the lien holders will likely have to accept less than their full lien amounts due to the funds available for distribution. Mr. Hanna explained the court would distribute the funds to the lien holders.

Mr. Bethel presented the following resolution and moved for its adoption by the Board.

SELECTION AND APPROPRIATING PREMISES OWNED BY RAYMOND KUNKLE, ET AL, C/O TIMOTHY KUNKLE, KNOWN AS 723 BROADWAY, BETHLEHEM, NORTHAMPTON COUNTY, PENNSYLVANIA, BEING PROPERTY DECLARED BLIGHTED BY THE BLIGHTED PROEPRTY REVIEW COMMITTEE OF THE CITY OF BETHLEHEM UNDER CITY OF BETHLEHEM ARTICLE 149, AND AUTHORIZING THE INSTITUTION OF CONDEMNATION PROCEEDINGS FOR THE ACQUISITION THEREOF.

WHEREAS, the Redevelopment Authority of the City of Bethlehem pursuant to Ordinance of the Council of the City of Bethlehem proposes to acquire property declared to be blighted by the Blighted Property Review Committee of the City of Bethlehem; and

WHEREAS, in order to effectuate the terms of said ordinance, it is necessary that the Redevelopment Authority acquire title in fee simple to the premises to be redeveloped, including improvements and fixtures; and

**BETHLEHEM REDEVELOPMENT AUTHORITY
MINUTES – AUGUST 27, 2020
PAGE – 4**

WHEREAS, the Authority has determined the fair market value of the property to be Twenty-Seven Thousand 00/100 Dollard (\$27,000.00); and

WHEREAS, the Authority has been unable to agree with the owner (Raymond Kunkle, et al, c/o Timothy Kunkle) of the property to be acquired as to price or damages to be paid; and

WHEREAS, in accordance with Section 12 and Section 12.1 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:

723 Broadway, Bethlehem, Northampton County, Pennsylvania, as more fully described in the attached Exhibit “A”.

RESOLVED: That the title to be acquired should be absolute or fee simple title.

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.

RESOLVED: That the institution of such proceedings and any damages which may be awarded to the owner of the described premises be paid out of funds received by the Authority under a Cooperation Agreement with the City of Bethlehem which deals with Community Development Block Grant Funds or other funds as the City of Bethlehem may have allocated to the blight remediation program.

EXHIBIT “A”

“ALL THAT CERTAIN messuage or tenement and lot or piece of ground situate in the City of Bethlehem, Northampton County, Pennsylvania, being known and designated as No. 723 Broadway, bounded and described as follows, to wit:

“BEGINNING at a point in the northwestern line of Broadway, said point being distant 16.64 feet northeastwardly from the northeastern line of Fiot Street and in line with the middle of the partition or party wall between premises 723 and 725 Broadway; thence extending northeastwardly along the northwestern line of Broadway, a distance of 16.16 feet to a point in line with htem idle of the partition or party wall between premises 721 and 723 Broadway; thence extending northwestwardly by a line at right angles to said Broadway and through the exact middle of said partition or party wall between premises 721 and 723 Broadway, a distance of 93.4 feet to a point in the southeastern line of Pawnee Street; thence extending southwestwardly along the southeastern line of Pawnee Street; thence extending southwestwardly along the southeastern line of Pawnee Street, a distance of 16.4 feet to a point in line with the middle of said partition or party wall between premises 723 and 725 Broadway; thence extending southeastwardly by a line at right angles to said Broadway and through the exact middle of said partition or party wall between premises 723 and 725 Broadway a distance of 90.54 feet to the point, the place of beginning.

“BOUNDED on the northwest by Pawnee Street, on the northeast by premises 721 Broadway, on the southeast by Broadway, and on the southwest by premises 725 Broadway.

“HAVING ERECTED THEREON, a dwelling known and numbered as 723 Broadway, Bethlehem, Northampton County, Pennsylvania, according to the present system of City numbering.

ALSO KNOWN AS NORTHAMPTON COUNTY PARCEL I.D. NO.

MAP: P6SW2C BLOCK: 16 LOT: 18 0204

(Resolution Number 1471)

Ms. Grigsby seconded the motion and it was unanimously approved by the RDA. As a result, Resolution Number 1471 was unanimously adopted by the RDA.

RESOLUTION NUMBER 1472

Mr. Heckman stated that the RDA Board has been asked to review and consider for approval Resolution Number 1472, which authorizes the RDA to purchase street lights for the Steel Stacks campus, located within the designated Bethlehem Works / TIF District.

Mr. Hanna explained that this cost by the RDA will help the City of Bethlehem save money in the future with more efficient lights at the Steel Stacks campus.

After this 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 NUMBER 1472
RESOLUTION APPROVING PAYMENT FOR NEW STREET LIGHTS

WHEREAS, the Redevelopment Authority of the City of Bethlehem, 10 East Church Street, Bethlehem, PA 18018 (“Authority”) collaborated with the City of Bethlehem (“City”) and the Department of Public Works (“Public Works”) on the planning, design, bidding and installation of Street Lights in the Bethlehem Works Redevelopment Area (“Redevelopment Area”); and

WHEREAS, the Authority, the City and Public Works completed the work almost 20 years ago, installing Holophane light fixtures throughout the western end of the Redevelopment Area; and

WHEREAS, the City and Public Works were recommending that the existing Street Lights be replaced with more energy efficient LED fixtures, more adequately described in a study of Street Lighting in the Steel Stacks Campus completed by Sitio Design and Planning (“Sitio”), a copy of which is attached; and

WHEREAS, Sitio concurred with the recommended fixture type being proposed by the City and Public Works for replacement of all existing Street Lights in the area; and

WHEREAS, the City and Public Works will be installing the fixtures using existing City crews as they are available to keep the project cost below \$200,000.

NOW, THEREFORE, BE IT RESOLVED THAT, the proposal attached from Schaedler-Yesco be accepted and the City and Public Works be authorized to proceed with the Street Light replacement work.

BE IT FURTHER RESOLVED THAT, any invoices received from Schaedler-Yesco be approved for payment, so as to not delay the delivery and installation of the fixtures, prior to November 2020.

(Resolution Number 1472)

Ms. Grigsby seconded the motion and it was unanimously approved by the RDA. As a result, Resolution Number 1472 was unanimously adopted by the RDA.

RESOLUTION NUMBER 1473

Mr. Heckman stated that the RDA Board has been asked to review and consider for approval Resolution Number 1473, which provides funds to the National Museum of Industrial History (NMIH) for the construction of the outdoor “Artifact Yard” and display area expansion at the museum site. The funds provided will be from the 2020 collection of Tax Incremental Financing (TIF) District monies.

Mr. Hanna noted that the application the RDA received from the NMIH requesting this funding was forward to all RDA members prior to the meeting. He noted that the application provides an overview of the entire project including its mission and goals.

**BETHLEHEM REDEVELOPMENT AUTHORITY
MINUTES – AUGUST 27, 2020
PAGE – 6**

Mr. Bethel asked if the NMIH would be responsible for the upkeep of this project site. Mr. Hanna stated that yes, the NMIH would be responsible for the upkeep of this project area and noted that the project is located on land owned by the NMIH. Mr. Hanna also stated that this Artifact Yard will be a public plaza for use by the community. He noted that use of TIF money to support a public plaza such as this is an authorized use of TIF financing.

After this 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 NUMBER 1473
RESOLUTION FOR FUNDING NATIONAL MUSEUM OF INDUSTRIAL HISTORY**

WHEREAS, the City of Bethlehem and the Redevelopment Authority of the City of Bethlehem (“Redevelopment Authority”) 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 (“Redevelopment Area”); and

WHEREAS, the National Museum of Industrial History (NMIH) is a non-profit organization with a commitment to improving South Bethlehem and the Bethlehem Works Redevelopment Area by attracting visitors to both the Museum and the neighborhood around the Museum by engaging in educational and recreational opportunities related to our regional industrial heritage; and

WHEREAS, NMIH facilities include a finished 18,000 square foot interior museum that features heavy industrial artifacts plus, an exterior entry plaza / exhibit park that is currently completed through Phase 1; and

WHEREAS, NMIH submitted an application to the Redevelopment Authority requesting funding to cover a portion of the costs of Phase 2 of the Outdoor Demonstration and Artifact Park; and

WHEREAS, the complete application for TIF funds is reference and made a part of this Resolution, more fully describing the Artifact Park and the various design and park infrastructure improvements; and

WHEREAS, NMIH estimates the total Park development costs to be \$325,000 with funding to be provided from the Commonwealth of Pennsylvania, the County of Northampton, the Bethlehem Parking Authority, and the Redevelopment Authority; and

WHEREAS, the NMIH has requested TIF funding to assist in the development of the Outdoor Demonstration and Artifact Park in the amount of \$110,000 with the request also supported by the City of Bethlehem.

NOW, THEREFORE, BE IT RESOLVED THAT, the Redevelopment Authority of the City of Bethlehem, hereby approves the funding request for \$100,000 for the Outdoor Demonstration and Artifact Park.

BE IT FURTHER RESOLVED, that in the event an agreement will be necessary to legally effect the above reference 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 1473)

Ms. Grigsby seconded the motion and it was unanimously approved by the RDA. As a result, Resolution Number 1473 was unanimously adopted by the RDA.

GENERAL DISCUSSION

Hotel Bethlehem – Mr. Hanna reminded the RDA Board about the land parcels the RDA owns in the area of the Hotel Bethlehem. He indicated that there are parcels owned by both the City of Bethlehem and the RDA that are located in an area currently being used as a parking lot for the hotel. Mr. Hanna noted that these land parcels have been appraised to determine their current fair market value.

Mr. Hanna explained that he anticipates bringing the sale of these parcels to the Hotel Bethlehem to the RDA Board at an upcoming meeting. He added that the RDA has been asked to act as an agent for the City of Bethlehem with this land sale and noted that this is a function an RDA can provide to the City. Mr. Hanna indicated that the sale of land parcels, such as this, by the RDA would also require City Council review and approval.

Mr. Hanna indicated that he has discussed this matter with Mr. Reynolds, as the City Council Liaison to the RDA,. Mr. Reynolds suggested including a use for the proceeds from the sale of these parcels when this matter is presented to Council for consideration. Mr. Hanna indicated that when the presentation is made before City Council, it will include both the RDA and City of Bethlehem land parcels.

Mr. Hanna suggested supporting a project in the central business district as a possible way to reinvest these sale proceeds to benefit the community. Mr. Hanna noted that he would provide the RDA Board with some suggestions for the reuse of these sale proceeds at an upcoming meeting as well.

Mr. Reynolds commended Mr. Hanna on his work with this land sale project to date and indicated a hope to have this process continue to move forward in a smooth way to transfer ownership to the Hotel Bethlehem. Mr. Hanna thanked Mr. Reynolds for his comments and indicated that Mr. Riskin will begin the preparation of the Agreement of Sale for the land parcels currently being used by the hotel for parking.

Mr. Hanna indicated that the RDA also owns land parcels in the area where the proposed expansion of the Hotel Bethlehem has been proposed. He noted that these parcels have also been appraised but based upon updated information he does not anticipate any action of this project and/or parcel transfer until sometime in 2021.

ADJOURNMENT

As there was no further business, the meeting adjourned at 5:45 P.M.

Submitted by,

Heather M. Bambu-Weiss
Board Secretary