

**REDEVELOPMENT AUTHORITY OF THE CITY OF BETHLEHEM  
JULY 8, 2021**

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, July 8, 2021 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

Guests present were:                Alicia Karner, Director of Community & Economic Development / City of Bethlehem

**APPROVAL OF MINUTES**

Ms. Grigsby made a motion to approve the minutes of the April 22, 2021 regular meeting of the Redevelopment Authority. The minutes were emailed earlier to each member of the Board. Mr. Bethel seconded the motion. The motion carried unanimously and the minutes of the April 22, 2021 regular meeting of the Redevelopment Authority were approved.

**APPROVAL OF CASH REPORTS**

Ms. Oscavich made a motion to approve the cash reports for the month ended March 31, 2021. These cash reports 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 cash reports for the month ended March 31, 2021 were approved.

Mr. Bethel made a motion to approve the cash reports for the month ended April 30, 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 April 30, 2021 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 prior to the meeting 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 provided updates to the Board regarding RDA activities.

- 1) **RDA Blight Grants** – Mr. Hanna noted that the RDA has been awarded two (2) grants to assist with the RDA blight remediation efforts. He noted both grants were from State funding sources – PA Affordable Housing Funds (PHARE) and Commonwealth Financing Authority (CFA) through its Blight Remediation Program funding. Mr. Hanna thanked Ms. Bambu-Weiss for her work in preparing these grants submissions which allowed these funds to be received.
- 2) **TIF District Projects** - Mr. Hanna indicated that the work being done at the various projects within the designated TIF District should be completed by the end of July 2021 with the exception of the Founders Way Entrance Median landscaping. He noted that this landscaping work should be completed in the Fall 2021. Mr. Hanna stated he would provide the Board with an update on these projects at the July 2021 regularly scheduled meeting.

**RESOLUTION NUMBER 1489**

Mr. Heckman noted the RDA Board has been asked to review and consider for approval Resolution Number 1489, which authorizes the RDA to enter into an Intergovernmental Agreement with the City of Bethlehem for future RDA operations.

Mr. Heckman added that discussions regarding this matter have been occurring for some time. He noted that both he and Mr. Bethel met with Mr. Riskin regarding this matter. Mr. Heckman then asked Mr. Hanna and Mr. Riskin to provide more details to the RDA Board regarding the Intergovernmental Agreement.

Mr. Hanna indicated that the Intergovernmental Agreement is a template for RDA activities moving forward. He added that it lays out the position Ms. Bambu-Weiss currently has and other activities of the RDA. Mr. Riskin indicated that the City of Bethlehem wanted an agreement to address both the position that Ms. Bambu-Weiss has and the transition of that position from an RDA to City position as well as memorialize how the City and RDA have been operating and will be continue to operate moving forward.

Mr. Heckman indicated he assumed Mr. Riskin considered the impact such an agreement would have upon the RDA and asked Mr. Riskin about his opinion of it. Mr. Riskin indicated that while nothing is perfect he is satisfied with the agreement and compromises that were involved in finalizing the Intergovernmental Agreement between the RDA and City of Bethlehem. Mr. Hanna noted that one issue which involved negotiations were the renewal terms with the RDA requesting an annual renewal and the City requesting a longer period. Mr. Hanna noted that a 3-year renewal period was agreed upon with the option to provide a 6-month notice should either party decide to move into a different direction. Mr. Hanna also noted that the agreement provides a basis for RDA staffing bas well as management of RDA properties, blight remediation costs and payments, and other RDA operating matters.

Mr. Heckman noted that discussions appeared to have been focused on maintaining the cooperative relationship the RDA has with the City yet being able to maintain autonomy from the City being it is an authority. He added that it appears the agreement and discussions have focused on funding streams necessary for continuing RDA operations.

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

**AUTHORIZING THE EXECUTION OF AN INTERGOVERNMENTAL COOPERATION AGREEMENT  
BY AND BETWEEN THE CITY OF BETHLEHEM AND THE REDEVELOPMENT AUTHORITY OF  
THE CITY OF BETLEHEM**

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**WHEREAS**, the CITY OF BETHLEHEM is a municipal corporate being a City of the Third-Class, subject to the Optional Third-Class City Charter Law, organized and existing under the laws of the Commonwealth of Pennsylvania, its constituent parts being split by law between Northampton County and Lehigh County, Pennsylvania with principal administrative offices at City Hall, 10 East Church Street, Bethlehem, PA 18018 (hereinafter referred to as “City”); and

**WHEREAS**, the REDEVELOPMENT AUTHORITY OF TE CITY OF BETHLEHEM is a public body, corporate and politic organized and existing under the laws of the Commonwealth of Pennsylvania with principal administrative offices at City Hall; 10 East Church Street; Bethlehem, PA 18018 (hereinafter referred to as the “RDA”); and

**WHEREAS**, the RDA was created pursuant to Resolution 4624 enacted on January 13, 1953 by the City Council of the City of Bethlehem to exercise powers authorized by the Urban Redevelopment Law. 35 PS §2701 et seq; and

**WHERAS**, the RDA has completed many projects since its creation and continues to own and maintain certain improvements and performed certain actions authorized under the Urban Redevelopment Law; and

**WHERAS**, the RDA is entering into a phase under which its projects and resources are more limited in scope, but its value remains important; and

**WHERAS**, the City and RDA recognize that a partnership between them is mutually valuable for the purpose of ensuring continuity in staffing and maintaining RDA operations with respect to the subjects and operations hereinafter identified.

**NOW, THEREFORE, BE IT RESOLVED, THAT THE REDEVELOPMENT AUTHORITY OF THE CITY OF BETHLEHEM APPROVES AND RATIFIES THE INTERGOVERNMENTAL COOPERATION AGREEMENT ATTACHED.**

**BE IT FURTHER RESOLVED, THAT THE CHAIRPERSON OR VICE-CHAIRPERSON IS AUTHORIZED TO EXECUTE THIS AGREEMENT ON BEHALF OF THE REDEVELOPMENT AUTHORITY OF THE CITY OF BETHLEHEM, SAME TO BE ATTESTED TO BY THE SECRETARY.**

(Resolution Number 1489)

Mr. Spadoni seconded the motion. The motion was unanimously approved. As a result, Resolution Number 1489 was unanimously adopted by the RDA Board.

**RE-APPROVAL OF INVOICES – MAY 2021**

Mr. Heckman stated that due to the cancellation of the May 2021 RDA meeting the RDA Board has been asked to re-affirm its email vote approving the invoices / reimbursements as outlined on the May 2021 invoice summary.

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

- 1) \$2,003.00 represents costs associated with On-Going and Maintenance Costs and payment of such costs to be made from the Authority Fund.
- 2) \$2,593.63 represents costs associated with the allocation of TIF funds per RDA Resolution Number 1473 as approved by the RDA Board at a duly called, advertised and legal meeting on August 27, 2020.
- 3) \$8,275.68 represents reimbursement to the RDA from the Authority Fund account for various costs related to the Bethlehem Works / TIF District.

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**RE-APPROVAL OF INVOICES – JUNE 2021**

Mr. Heckman stated that due to the cancellation of the June 2021 RDA meeting the RDA Board has been asked to re-affirm its email vote approving the invoices / reimbursements as outlined on the June 2021 invoice summary.

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

- 1) \$4,141.50 represents costs associated with On-Going and Maintenance Costs and payment of such costs to be made from the Authority Fund.
- 2) \$635.69 represents reimbursement to the RDA from the Authority Fund account for various costs related to the Bethlehem Works / TIF District.

**RE-AFFIRM APPROVAL OF 2021-2022 ANNUAL ADMINISTRATIVE BUDGET**

Mr. Heckman stated that due to the cancellation of the June 2021 RDA meeting the RDA Board has been asked to re-affirm its email vote approving the RDA 2021-2022 Annual Administrative Budget for the period of July 1, 2021 through June 30, 2022.

Mr. Spadoni made a motion to re-affirm the approval of the 2021-2022 Annual Administrative Budget for the fiscal period of July 1, 2021 through June 30, 2022. Ms. Oscavich seconded the motion. The motion was unanimously approved. As a result, the RDA 2021-2022 Annual Administrative Budget for the period of July 1, 2021 through June 30, 2022 was approved.

**GENERAL DISCUSSION**

**RDA Meetings** – Mr. Spadoni inquired as to the status of having in-person RDA Board meetings. Mr. Hanna indicated that Bethlehem City Council held its first in-person meeting this past week and that Board, Commission and others are being encouraged to again hold meetings in person. Mr. Hanna stated that the RDA intends to begin having in-person meeting again starting with the next regularly scheduled RDA meeting.

The next regularly scheduled RDA meeting will occur at 5:00 P.M. on July 22, 2021. This meeting will occur in Town Hall, located at Bethlehem City Hall, 10 East Church Street.

**ADJOURNMENT**

As there was no further business, Ms. Grigsby made a motion to adjourn this July 8, 2021 RDA Board meeting. Mr. Bethel seconded the motion and the motion was unanimously carried. As a result, the meeting adjourned at 5:28 P.M.

Submitted by,

Heather M. Bambu-Weiss  
Board Secretary