REDEVELOPMENT AUTHORITY OF THE CITY OF BETHLEHEM APRIL 28, 2016

Public Safety Building – Room A-205 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, April 28, 2016 at 4:00 P.M. in Room A-205 of the Public Safety Building 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.

Chairman Jason Henninger called the meeting to order and the following members were present:

Earl Bethel Dennis Cunerd Ronald Heckman Christopher Spadoni

The Chairman called a quorum present.

Also present was: Heather M. Bambu, Board Secretary

Michael E. Riskin, Esq., Solicitor

RDA Executive Director contacted the RDA office and Board members prior to the meeting and indicated that he was unable to attend.

APPROVAL OF MINUTES

Mr. Bethel made a motion to approve the minutes of the February 18, 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. Cunerd seconded the motion. The motion carried unanimously and the minutes of the February 18, 2016 regular meeting of the Redevelopment Authority were approved.

FINANCIAL REPORTS

The Financial Reports for the months ended January 31, 2016 and February 29, 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. Cunerd made a motion that the cash reports for the months ended January 31, 2016 and February 29, 2016 be accepted as presented. Mr. Bethel seconded the motion. Motion unanimously carried and the cash reports for the months ended January 31, 2016 and February 29, 2016 were accepted as presented.

COURTESY OF THE FLOOR

Since no guests were present at this meeting, Mr. Henninger 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'S REPORT

Since the Executive Director was not present at this meeting, Mr. Henninger noted there that the Executive Director's Report portion was not necessary at this time. He then proceeded to the next agenda item and continued the meeting.

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APPROVAL OF INVOICES - APRIL 2016

Mr. Henninger stated that the RDA Board has bene asked to review and consider for approval the invoices as outlined on the April 2016 invoice summary. He noted that costs incurred for the Bethlehem Works / TIF District project during April 2016 are included on this summary.

Mr. Bethel made a motion to approve the invoices as outlined on the April 2016 invoice summary for those costs incurred for the Bethlehem Works / TIF District project. Mr. Cunerd seconded the motion. The motion was unanimously approved and the following payments were authorized to occur:

- 1) \$19,541.23 represents costs associated with Phase III 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 Phase III costs.
- 2) \$15,651.95 represents reimbursement to the RDA from the Administrative Expense Fund account for administrative costs associated with the overall Bethlehem Works / TIF District project.
- 3) \$7,511.49 represents reimbursement to the RDA from the Authority Fund account for administrative costs associated with Phase II of the Bethlehem Works / TIF District project.
- 4) \$16,294.59 represents reimbursement to the RDA from the Authority Fund account for administrative costs associated with Phase III of the Bethlehem Works / TIF District project.
- 5) \$3,171.36 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.

RDA AUDIT FOR FISCAL PERIOD ENDED JUNE 30, 2014

Mr. Henninger asked that the next item of business for the RDA Board would be to review and consider for approval the final audit report of the RDA for the fiscal period ended June 30, 2014. He noted that the draft of this report was presented to the RDA Board by Maher Duessel at the February 2016 board meeting. Mr. Henninger asked that approval of this audit be done via motion as has been done in the past.

Mr. Heckman made a motion to approve the RDA audit, as presented, for the fiscal period ended June 30, 2014. Mr. Bethel seconded the motion. The motion was unanimously approved and the RDA audit for the fiscal period ended June 30, 2014 was accepted as presented.

Ms. Bambu told the Board that the RDA audit for the fiscal period ended June 30, 2015 is near completion. She explained that the RDA auditors are waiting for certain information from the Pennsylvania Municipal Retirement System (PMRS) which administers the RDA pension for its employees. She noted that as soon as the auditor receive the reports and information, they are waiting for from the PRMS, the RDA audit for the fiscal period ended June 30, 2015 can be completed, finalized and presented to the RDA Board for their review and consideration.

ADJOURNMENT

As there was no further business, Mr. Heckman 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 4:10 P.M.

Submitted by,

Heather M. Bambu Board Secretary