

MINUTES FROM THE BETHLEHEM REVITALIZATION AND IMPROVEMENT AUTHORITY (BRIA)

October 15, 2020
3:30 p.m.

1.0 Call to Order

A meeting of the **Bethlehem Revitalization and Improvement Authority (BRIA)** was held at 3:30 p.m. on Thursday, October 15, 2020 at Town Hall located at 10 East Church Street, Bethlehem, Pennsylvania.

Mr. Kelly called the meeting to order.

2.0 Roll was taken as follows:

Authority: Joseph Kelly
Ann McHale
Donna Taggart – attended virtually
John Filipos
Mark Jobes

Solicitor: Edward Andres

Staff in attendance: Alicia Miller Karner
Chris Jones
Asher Schiavone

3.0 Public Comment on Current Agenda

None

4.0 Approval of Minutes dated February 6, 2020

There are no additions or corrections. A motion to approve the minutes was made by Ms. McHale and seconded by Mr. Filipos. The minutes were then unanimously approved as presented.

5.0 Treasurer's Report

Mr. Filipos reviewed the financial activity of the Authority since the beginning of 2020 and cited the minimal amount of revenue to this point. He then reviewed 2020 expenses for project costs, audit and legal fees and payments to the City for administrative support. He asked if anyone had questions about the audit of 2019 activities which had been distributed this past April. He noted that the Authority again received a clean opinion on its financial operations. There were no comments on the audit. Mr. Filipos moved to accept the Treasurer's report and Ms. McHale seconded the motion. The report was unanimously approved.

6.0 Old Business

6.1 Wind Creek Property Decertification and Certification

Mr. Kelly reminded the group that the Wind Creek project had been brought before the Authority for qualification at the February meeting. It had been unanimously approved. He then asked Ms. Karner to explain the formal process of decertifying one property and certifying another.

Ms. Karner focused the group's attention on a detailed map which highlighted both the property to be decertified, identified in the County's tax records as P6 2 2-5 and the property to be certified, identified as P6 2 2-25D. It is the latter parcel which will be the site of the Wind Creek hotel expansion. She noted that the state mandated process includes public advertising and board resolutions to address both the decertification of the old parcel and then the certification of the new parcel.

In response to questions raised by Authority members, Mr. Seth Tipton, representing Wind Creek explained that a new County tax parcel will reflect the property just as presented on Ms. Karner's map. Ms. Karner also explained that there will be more than sufficient parking available to support the project. Although permit requests and building plans have been submitted to the City, staff members are still reviewing the massive set of documents according to Ms. Karner. She also indicated that the first phase of construction will involve utility infrastructure upgrades and expansion. Mr. Tipton said that he cannot currently predict when vertical construction will commence. Finally, it is not yet known how the coming winter weather may affect the early stages of construction.

Mr. Kelly requested a motion to adopt Resolution 2020-1 which addresses the decertification by the Commonwealth of Northampton County tax parcel P6 2 2-5 (524 1st Street, Bethlehem). Ms. McHale made the motion which was subsequently seconded by Mr. Jobes. Solicitor Andres noted that Ms. Taggart had informed them in advance of the meeting of the need for her to abstain from the vote. There was no further discussion and the motion was then approved 4-0-1, with Ms. McHale, Mr. Jobes, Mr. Filipos and Mr. Kelly in support, and Ms. Taggart abstaining.

Mr. Kelly then requested a motion to adopt Resolution 2020-2 which addresses the certification by the Commonwealth of Northampton County tax parcel P6 2 2-25D (77 Wind Creek Blvd) as CRIZ designated. Prior to the vote, a question was raised about how long it might take for the Commonwealth to respond to the Authority's actions in this case. Ms. Karner explained that this action by the Authority will trigger a 3-tiered official reaction from different Commonwealth departments. Past experience shows that it could take up to six (6) months but the most recent case had not been affected by the COVID's impact on state

operations. Ms. McHale then made the motion to approve and Mr. Filipos seconded. There was no further discussion and the motion was then approved 4-0-1, with Ms. McHale, Mr. Jobes, Mr. Filipos and Mr. Kelly in support, and Ms. Taggart abstaining.

7.0 New Business

7.1 2019 Increment Allocation

Referring to a memo that had been provided to Authority members, Ms. Karner reminded the group that the Authority expects to receive its annual CRIZ revenue allocation in the very near future. Although we have no indication what the amount might be, it is expected that the amount will be less than the amount received one year ago. This has been attributed to the large scale of construction that was undertaken in 2018 and thereby resulted in a larger return to BRIA in November 2019. Ms. Karner seeks the Authority's approval to again dedicate the 5% retainage of CRIZ revenues to administrative services provided by the City of Bethlehem. Mr. Filipos moved to approve the proposal and Ms. McHale seconded. There was no further discussion and the motion was approved unanimously.

8.0 Solicitor's Report

None

9.0 Executive Director's Report

Ms. Karner explained that she will keep Authority members notified of the ultimate distribution of the CRIZ revenues expected by November 1, 2020. She is intent on distributing all CRIZ revenues to the appropriate entities before the end of 2020. She also mentioned that the Wilbur Mansion project continues to move forward with financing falling into place. She will work with Solicitor Andres on the resolution necessary to enable BRIA to provide conduit financing for this project. It may become necessary to hold another meeting before the end of the year.

10.0 Next Meeting Date

The next meeting is scheduled for Thursday, November 5, 2020.

11.0 Adjournment

There being no further business to come before the Board, a motion was made by Ms. McHale and seconded by Mr. Jobes to adjourn the meeting. The motion was unanimously approved at 3:55 PM.

Signed by: Ann McHale
Print name: Ann McHale
Print title: Vice Chairperson/Ass't.
Secretary