

MINUTES FROM THE BETHLEHEM REVITALIZATION AND IMPROVEMENT AUTHORITY (BRIA)

September 16, 2021
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, September 16, 2021 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 - Absent
Donna Taggart
John Filipos
Mark Jobs – Attended Virtually

Solicitor: Edward Andres

Staff in attendance: Alicia Miller Karner
Christopher Jones
Denise Rider
Asher Schiavone

3.0 Public Comment

None

4.0 Approval of Minutes dated April 15, 2021

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

5.0 Treasurer's Report

Mr. Filipos went over the revenue and expenditures from January 1st through August 31, 2021. Mr. Filipos made a motion that the Treasurer's report be approved as filed and the motion was seconded by Ms. Taggart. The Treasurer's report was then unanimously approved as presented.

6.0 Old Business

None

7.0 New Business

7.1 Certification of property P6SE1A-25-2-0204, 24 w. 4th Street
Ms. Karner noted that the property is located adjacent to an existing CRIZ property and is in the banked allotment. In addition, the Certificate of Appropriateness was approved by the City and it is currently in land development stages. She also noted that the Mayor is in support of the certification. This project was advertised 14 days in advance as required by the Commonwealth. The cost of this will be covered by the applicant. Ms. Karner then turned the meeting over to Branden and Garrett Benner of B Land Co, LLC. Garrett provided the BRIA with copies of the site concept. Ms. Karner noted that the project will return for financing approval. Branden indicated that the project will start the first quarter of 2022 and completion to be within 18 to 19 months. After a brief discussion by the BRIA, a motion to approve the transfer worksheet being submitted to the Commonwealth was made by Mr. Filipos and seconded by Mr. Jobes. The motion was then unanimously approved as presented.

7.2 Fee Schedule
In the meeting packet, Ms. Karner provided the BRIA with the proposed changes to the fee schedule. She discussed the reasoning used in making the changes. Ms. Karner also noted that there was a small committee meeting with Mr. Kelly and Ms. Taggart to review the information in advance of this meeting. Ms. Karner noted that the legal fees may be revisited. Solicitor Andres noted that their legal fees are covered by developers and BRIA would only be charged if there is litigation. A motion to adopt the fees as laid out in the 'Proposed (2021) BRIA Project and Financing Fees' document (provided in the board packet) was made by Ms. Taggart and seconded by Mr. Filipos. The motion was then unanimously approved as presented.

8.0 Solicitor's Report
None.

9.0 Executive Director's Report
Ms. Karner indicated that the Wind Creek hotel project application was signed off this week and will be submitted tomorrow. Hoping to get approval from the Commonwealth. BRIA received the approval for the property transfer. There will be a discussion regarding financing next. BRIA will not be paying for the entire amount of financing.

The application for the ISRP discussed at the last BRIA meeting has been completed and will be submitted in order to get funding for remediation of the SGO Annex.

Mr. Jobes asked Ms. Karner if she gets involved with monitoring any of the BRIA projects while under construction. Ms. Karner explained that the City monitors the construction aspect of the project. Their contractors comply along with tenants in the building once complete. The responsibility is placed on the applicant to ensure compliance with the guidelines.

10.0 Next Meeting Date

The next meeting is scheduled for Thursday, October 7, 2021.

11.0 Adjournment

There being no further business to come before the BRIA, a motion was made by Mr. Filipos and seconded by Mr. Jobes to adjourn the meeting. The motion was then unanimously approved at 3:55 pm.

Signed by: Donna G. Taggart
Print Name: Donna G. Taggart
Print Title: Secretary