

**Southside Vision Development Committee Meeting Notes**  
**May 3, 2019**

Present: Diane Labelle (Charter Arts), Ron Unger (ArtsQuest), Missy Hartney (Southside Arts District), Tracy Samuelson (Touchstone Theatre)

Staff: Anna Smith (CADCB)

Submitted by: Anna Smith

**Commercial Façade Applicants**

Anna explained that staff have received several applications for commercial façades in south Bethlehem. She reviewed the applicants, budget, and tentative scopes of work for the projects proposed. The committee discussed prioritizing facades that add signage and highlight historic architectural features to small businesses, with a focus on lower-income business owners. In particular, the committee expressed an interest in funding improvements at the following businesses that have expressed interest in the program: HomeBase Skateshop, The Olive Branch, Deja Brew, Molly's, and the Tally-Ho. Anna will work with the property owners to finish applications and develop scopes of work in partnership with CADCB's designer, Lynne Holden.

**Tranquility Park**

Diane reported that she met with Bruce Fritzingler regarding a design for Tranquility Park. She provided a list of questions that Bruce had, and once they are answered, Bruce will be able to create a design within approximately two weeks. The committee discussed potential features of the design, including extending the retaining wall in the back to create an additional seating area, creating a gateway with lighting, and updating fencing at the rear of the park. Tracy mentioned that she had contacted Jodi Evans to make sure she is involved in the process and can provide the necessary information on the park. Anna, Tracy, Jodi, and Diane will schedule a time to meet at the park and discuss improvements.

**Lighting Plan Proposals**

The committee discussed next steps in selecting a firm to complete the lighting plan for south Bethlehem. Two firms submitted proposals and the least expensive proposal costs \$33,000, exceeding the budget by \$13,000. The committee discussed soliciting additional funding from developers and/or other community institutions, and committee members will reach out within the week to see if there are any options to raise additional funds. The committee also discussed the possibility of asking the firms to cut back to scope of work to fit within the budget. The timeline established by the committee in the RFP set May 15 as the date for contracting with a firm. The group agreed to spend time reading the proposals and looking for additional funds, and will reconvene next week to review the two proposals.

**Next Meeting**

The next Development Committee meeting is scheduled for Friday, May 10 at 11 am in the first floor conference room of the Forte building (1337 E. 5<sup>th</sup> Street).