

**ANIZDA Board**  
**MEETING MINUTES**  
**December 03, 2025**

America on Wheels Museum  
5 North Front Street, Allentown, PA

**Attendance:**

Board Members: Seymour Traub, Esquire, Stephen Breininger, Tiffany Polek and Pedro Torres, Jr., attended in person. Dr. Ann Bieber and John Stanley, Esquire attended via Zoom video conference. Eileen Aguilera was absent.

Board Staff: Steve Bamford (Executive Director), Selma Ritter (Manager, Finance and Administration) and Jerome B. Frank, Esquire (Solicitor), attended in person.

Members of the public and media were not present.

1. **Call to Order.** The meeting was called to order by Chairperson Seymour Traub at 5:04 p.m. A quorum was met.
2. **Approval of November 5, 2025 Meeting Minutes.** A motion to approve the November 05, 2025 meeting minutes, as written, was made by S. Breininger and seconded by P. Torres. The public was given the opportunity to comment. No comment(s) or change request(s) were received. The minutes were approved by a vote of 6-0.
3. **Public Comment on all Matters to be Acted Upon.** Comments were deferred until matters were to be acted upon.
4. **Old Business** - None.
5. **New Business.**
  - a. **Transfer of Surplus Funds to Excess NIZ Revenue Account – Resolution R2025-347.** S. Bamford stated in accordance with the Agreement between ANIZDA and the Commonwealth of Pennsylvania (the “Commonwealth”) acting through its Department of Revenue (“DOR”) and through its Office of the Budget as well as the Amended and Restated Master Trust Indenture, the Authority has determined there is Excess NIZ Revenue for 2024 over and above the \$22,000,000 in Preliminary Excess NIZ Revenue transferred to the State in May 2025.

There are \$1,988,109.70 in excess funds not required to pay debt service during 2025. Therefore, the Authority is required to direct transfer of the funds on a pro rata basis to the Commonwealth of PA in the amount of \$1,888,704.20 and \$99,405.50 to the City of Allentown.

If approved by the Authority Board this evening, Resolution R2025-347 would authorize the transfer of the funds and the execution of an Officer's Certificate.

A motion to approve Resolution R2025-347 was made by P. Torres and seconded by S. Breininger. The public was given the opportunity to comment. No public comment was received. Resolution R2025-347 was approved by a vote of 6-0.

**b. Loan Modification Request from Americus Investors, LP – Resolution R2025-348.** In 2018 ANIZDA entered into a loan agreement to assist with the financing of the redevelopment of the Americus Hotel. Developers Americus Investors L.P., Americus Hotel LLC, and Albert Abdouche, along with lender First Keystone Community Bank, have requested a modification of the existing loan to provide for a 6-month interest-only period. The modification will provide payment relief to offset the cost of some additional planned expenditures at the hotel. ANIZDA's only obligation is for the allocation of developer dedicated NIZ revenue to the debt service.

A motion to approve Resolution R2025-348 was made by P. Torres and seconded by A. Bieber. The public was given the opportunity to comment. No public comment was received. Resolution R2025-348 was approved by a vote of 6-0.

**c. Operating Budget for 2026 – Resolution R2025-349.** S. Bamford discussed the proposed 2026 Operating Budget, which was prepared on a cash basis.

Budgeted operating revenue for 2026 totals \$1,138,734 and comes from two sources: (1) arena rent; and (2) developer fees. No state or local tax revenues are used to fund the Authority's operating budget. Budgeted fee revenue has increased from the prior year due to the annual fees associated with the Series 2025 bond issue for City Center projects.

Budgeted operating expenses for 2026 total \$1,117,557. This amount is approximately \$100,000 more than budgeted for 2025. The budgeted salaries include a 3% raise for both the Executive Director and the Manager, Finance & Administration. Small group health insurance as well as general liability, property and umbrella insurance renewals are not effective until April 2026; therefore, ANIZDA will not receive premium information for the renewals until after the end of this year. However, the proposed budget can accommodate up to a 20% increase in insurance expenses in 2026.

The proposed 2026 budget produces a \$21,177 surplus from operations.

A motion to approve Resolution R2025-349 was made by S. Breininger and seconded by T. Polek. The public was given the opportunity to comment. No public comment was received. Resolution R2025-349 was approved by a vote of 6-0.

**d. Reappointment of Barbacane Thornton & Company (BTCPA) as auditor – Resolution R2025-350.** S. Bamford discussed the proposal from BTCPA to continue to serve as the Authority's independent auditor for the years ending December 31, 2025, 2026, and 2027, which is attached to the resolution. The proposed cost is \$29,950 for each

year of the next 3 years. S. Bamford recommend the reappointment. He noted in the past two (2) audit years (2023 and 2024), the Authority paid BTCPA \$28,000 for each year. In S. Bamford's opinion, the firm has provided quality professional services in an efficient and timely manner.

A motion to approve Resolution R2025-350 was made by P. Torres and seconded by S. Breininger. The public was given the opportunity to comment. No public comment was received. Resolution R2025-350 was approved by a vote of 6-0.

**e. Capital Project Account Budget for 2026– Resolution R2025-351.** S. Bamford stated the adoption of a Capital Additions Budget each year is a requirement under the Master Trust Indenture for the bonds.

S. Bamford noted that the capital projects listed in Resolution R2025-351 are the same projects that were listed in the 2025 Capital Additions Budget. They were not acted upon in 2025. There is currently \$739,465 on deposit with Pennsylvania Local Government Investment Trust to be utilized for improvements to the parking facilities owned by ANIZDA in the arena block.

A motion to approve Resolution R2025-351 was made by P. Torres and seconded by T. Polek. The public was given the opportunity to comment. No public comment was received. Resolution R2025-351 was approved by a vote of 6-0.

**f. Executive Director Reappointment for 2026 – Resolution R2025-352.** Solicitor J. Frank presented Resolution R2025-352. S. Bamford's 2026 base annualized salary includes a 3% increase, to \$196,420 effective January 01, 2026.

Resolution R2025-352 would reappoint S. Bamford as ANIZDA's Executive Director for 2026, in accordance with the terms of his employment letter dated December 6, 2016, as modified in Resolution R2023-309 and R2024-327.

A motion to approve Resolution R2025-352 was made by S. Breininger and seconded by P. Torres. The public was given the opportunity to comment. No public comment was received. Resolution R2025-352 was approved by a vote of 6-0.

**g. 2026 Board meeting dates – Resolution R2025-353.** All of the meeting dates listed on Resolution R2025-353 fall on the first Wednesday of the month, with the exception of the April meeting, which would be held on the second Wednesday of the month due to Passover. The Board requested the ANIZDA staff send calendar invitations to them with the Board meeting dates.

A motion to approve Resolution R2025-353 was made by T. Polek and seconded by S. Breininger. The public was given the opportunity to comment. No public comment was received. Resolution R2025-353 was approved by a vote of 6-0.

6. **Executive Director's Report.**

S. Bamford reported:

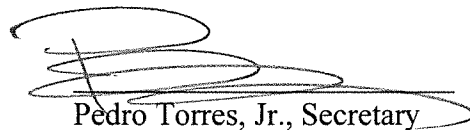
- a. **The Lehigh Valley Phantoms** opened a new pro shop on Hamilton Street featuring team merchandise.
- b. **The Downtown Allentown Alliance (DAA)** officially launched its Ambassador Program. Uniformed Ambassadors are employed downtown to greet and assist visitors, provide directions and local information, check in with businesses, report maintenance and safety issues, and generally provide a friendly presence.
- c. **DAA** has also commenced efforts to recruit a permanent full-time Executive Director to report to the DAA board.
- d. **2025 NIZ Reporting.** Businesses located within the NIZ have until January 31, 2026 to file their state and local NIZ reports electronically for calendar year 2025.

**Solicitor J. Frank** announced that he will be transitioning to an Of Counsel role at law firm King, Spry, Herman, Freund & Faul, LLC as of January 01, 2026. Paul Frank, Esquire will serve as ANIZDA's Solicitor going forward. The ANIZDA Board and Staff wished Solicitor J. Frank well in all of his future endeavors. Solicitor J. Frank has served as Solicitor and trusted advisor to ANIZDA since 2012 and will continue to be available to assist as needed.

7. **Adjournment.** The meeting was adjourned at 5:24 p.m.

**Next scheduled ANIZDA Board Meeting:** Wednesday, January 07, 2026, at 5:00 p.m.

Respectfully Submitted,



Pedro Torres, Jr., Secretary