

# CITY OF BETHLEHEM

## DEPARTMENT OF PUBLIC WORKS INTER-OFFICE MEMORANDUM

**SUBJECT:** Request for Approval by City Council to Accept a Donation from the Bethlehem Aquatic Club of Outdoor Fitness Equipment

**TO:** City Council, all members, and Council Solicitor

**FROM:** Michael Alkhal, P.E., Director of Public Works & City Engineer

**DATE:** March 11, 2026

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This is to request approval of a donation from the Bethlehem Aquatic Club, Inc. of outdoor fitness equipment to be erected at the Monocacy Park Complex adjacent to the Memorial Pool facility, located at 259 Illick's Mill Road, 18017. The club received a Community and Economic Assistance Program Grant from the Pennsylvania Department of Community and Economic Development and a donation from Lehigh Valley Health Network part of Jefferson Health and would like to utilize those funds to purchase and donate outdoor fitness equipment on a 30 foot by 30 foot poured in place safety surface system.

If you have any questions or would like to discuss, please let me know.

By:   
Title: Director of Public Works & City Engineer

MA/at

Cc: Mayor J. William Reynolds  
G. Karanja  
J. Evans  
File/xc

**RESOLUTION NO. 2026-\_\_\_\_\_**

Authorization for Execution of Donation Agreement  
(Outdoor Fitness Equipment at Monocacy Park Complex Adjacent to Memorial Pool)

BE IT RESOLVED by the Council of the City of Bethlehem that the Mayor and the Controller and/or such other City officials as deemed appropriate by the City Solicitor, are hereby authorized to execute the attached Donation Agreement (Outdoor Fitness Equipment at Monocacy Park Complex Adjacent to Memorial Pool) by and between the City of Bethlehem and Bethlehem Aquatic Club, Inc., and such other agreements and documents as are deemed by the City Solicitor to be necessary and/or related thereto, for the purpose of accepting a donation of outdoor fitness equipment to be purchased and installed at the Monocacy Park Complex adjacent to Memorial Pool, all at the expense of Bethlehem Aquatic Club, Inc.; and

BE IT FURTHER RESOLVED by the Council of the City of Bethlehem that upon delivery of the executed Bill of Sale to the City for said outdoor fitness equipment, as described in the Donation Agreement, the Bill of Sale shall be deemed to be accepted by Council on behalf of the City as of the date of its delivery to the City without the need for any further action by Council to accomplish such acceptance.

Sponsored by /s/ \_\_\_\_\_

/s/ \_\_\_\_\_

ADOPTED by Council this        day of        , 2026.

/s/ \_\_\_\_\_  
President of Council

ATTEST:

/s/ \_\_\_\_\_  
City Clerk

**DONATION AGREEMENT**  
**(OUTDOOR FITNESS EQUIPMENT AT MONOCACY PARK COMPLEX ADJACENT  
TO MEMORIAL POOL)**

This **DONATION AGREEMENT** (this "Agreement"), effective as of the date fully executed by both Parties hereto, by and between the **CITY OF BETHLEHEM**, a Pennsylvania municipal corporation and city of the third class with a principal place for doing business located at 10 E Church Street, Bethlehem, Pennsylvania 18018 (the "City");

A N D

**BETHLEHEM AQUATIC CLUB, INC.**, a Pennsylvania nonprofit corporation with a registered office located at 226 Moreland Avenue, Bethlehem, Pennsylvania 18017 (the "Club") and referred to collectively with the City as the "Parties", is as follows.

**RECITALS**

**WHEREAS**, the Club is the licensee of a certain portion of real property presently owned by the City bearing Northampton County Tax Map Parcel Identification Number N6 16 4 0204E, presently improved with, *inter alia*, a municipal public swimming pool which is presently operated by the City and known as "Memorial Pool" (the "Pool Premises"), a portion of which is licensed by the Club for swimming and diving practices and meets; and

**WHEREAS**, the Club has received funding from the Commonwealth of Pennsylvania and Lehigh Valley Health Network as part of Jefferson Health, along with their own funds to provide an outdoor fitness park adjacent to the Pool Premises; and

**WHEREAS**, the Club has or will enter into an agreement with Outdoor Workout Supply ("OWS") providing for the purchase by the Club of outdoor fitness equipment ("Equipment") on a thirty feet (30') wide and thirty feet (30') long space, and the subsequent installation of the Equipment at the Monocacy Park Complex adjacent to the Pool Premises by OWS, all as more particularly described in that certain price quotation prepared by OWS for the Club, dated January 16, 2026, a copy of which is attached hereto as **Exhibit A** and made a material part hereof; and

**WHEREAS**, the City, as a Pennsylvania third class city, is subject to the statutory provisions contained in Pennsylvania's Third Class City Code, *as amended and codified*, 11 P.S. § 10101 *et seq.*, and Pennsylvania's Optional Third Class City Charter Law, *as amended and codified*, 53 P.S. § 41101 *et seq.*; and

**WHEREAS**, Subsection 2402(a)(4) of the Third Class City Code, 11 P.S. § 12402(a)(4), authorizes the City to "accept gifts or grants of money, other property or services from public or private sources for the exercise of powers expressed or implied in this chapter or any other applicable law;" and

WHEREAS, Subsection 3703.1.(a) of the Third Class City Code authorizes the City's Council to "equip, operate, supervise and maintain a recreation place," and Section 2425 of the Third Class City Code, 11 P.S. § 12425, specifically authorizes the City's Council to "construct, maintain, and manage recreational swimming establishments;" and

WHEREAS, the Club desires to donate to the City, and the City desires to accept from the Club, the Equipment upon the terms and conditions contained herein; and

WHEREAS, by Resolution No. 2026-\_\_\_\_\_, duly adopted on \_\_\_\_\_, at a regularly-scheduled, public meeting, the City's Council did conditionally approve the City's acceptance of the donation of the exercise equipment by the Club to the City upon the terms and condition contained herein.

**WITNESSETH:**

NOW, THEREFORE, for and in consideration of the mutual promises, covenants, and agreements contained herein, the legal sufficiency of which are hereby acknowledged by Parties, as well as for other good and valuable consideration, the receipt and legal sufficiency of which are hereby acknowledged by the Parties, the Parties hereto, intending to be legally bound hereby, agree as follows.

1. **Recitals.** The foregoing Recitals are incorporated herein by reference and made a material part hereof.
2. **Donation of Equipment.** The Parties acknowledge and agree that the Club shall convey the Equipment to the City for the nominal sum of One Dollar (\$1.00).
3. **Installation of Equipment by OWS.** The Parties acknowledge that OWS will install the Equipment at the Monocacy Park Complex adjacent to the Pool Premises in a location mutually agreed upon by the Parties (the "Work").
4. **Inspection and Acceptance of Structure; Conveyance by Bill of Sale.**
  - a. Following final completion of the Work, the City, acting through its authorized representative(s) or employee(s), shall inspect the Work to ensure that the Equipment has been installed in a good and workmanlike fashion and that the Equipment, as installed, complies will all applicable construction and/or building codes governing structures within the City.
  - b. Upon being satisfied with the results of the inspection described in Subsection 4.a., above, the City, acting through its authorized representative(s) or employee(s), shall notify the Club that the Equipment's installation has been deemed acceptable by the City.

- c. Following notification of the Club by the City as described in Subsection 4.b., above, the Club shall execute the Bill of Sale attached hereto as **Exhibit B** and deliver same to the City at 10 E Church Street, Bethlehem, Pennsylvania 18018, Attention: Legal Bureau, by U.S. certified mail (return receipt requested), or by personal delivery (preferred). Upon delivery of said Bill of Sale to the City, the Bill of Sale shall be deemed accepted by the City's Council on behalf of the City.
5. **Permitting and Approvals.** To the extent applicable, the City shall be responsible for obtaining any necessary permit(s) or approval(s) to authorize the Work; provided, however, that the City agrees to waive any applicable fees related thereto.
6. **Assignment of Warranty.** To the extent that the Club receives any form of warranty from OWS relating to the condition or quality of the Equipment, the fitness of the Equipment for its intended use, or the performance of the Work, the Club shall assign such warranty to the City. The City shall comply with all reasonable requests of the Club or OWS in accomplishing the assignment of such warranty or warranties. The acceptance of such assignment shall be evidenced by the signature of an authorized representative of the City.
7. **Insurance.** The Club shall purchase, and maintain through the completion of the Work and the approval of same by the City in accordance with Subsection 4.b., above, comprehensive general liability insurance coverage naming the "City of Bethlehem, its officials and employees" as additional insureds for a minimum of One Million Dollars (\$1,000,00.00) per occurrence and general aggregate of Two Million Dollars (\$2,000,000.00). The Club shall furnish a Certificate of Insurance (Acord 25 form or equivalent) to the City at the time of signing this Agreement. The said insurance shall cover public liability, property damage, and personal injury, and the Certificate of Insurance required by this Section 7 shall be approved by the City's Legal Bureau prior to the commencement of the Work (including the delivery of the Equipment Monocacy Park Complex adjacent to the Pool Premises). The Club shall cause OWS and any other contractor or subcontractor performing the Work on behalf of the Club or OWS to purchase, and maintain through the completion of the Work and the approval of the same by the City in accordance with Subsection 4.b., above, the insurance coverages required by this Section 7 naming "the City of Bethlehem, its officials, and employees" as additional insureds on the policy or policies providing such coverages. The Club shall require that OWS provide a Certificate of Insurance (Acord 25 form or equivalent) to the Club for subsequent forwarding to the City's Legal Bureau for review and approval. OWS shall not be authorized to commence any Work (including delivery of the Equipment to the Monocacy Park Complex adjacent to the Pool Premises) until its Certificate of Insurance has been approved by the City's Legal Bureau.
8. **Indemnification.** The Club agrees to indemnify and hold the City harmless from any losses, liabilities, claims, and damages incurred by the City arising out or relating to the Work performed pursuant to this Agreement, except to the extent such losses, liabilities, claims, and damages are caused by the gross negligence or willful misconduct of the City or the City's agents or invitees.

9. **Limitation on Damages.** In no event shall the Club or the City be liable to each other under this Agreement for any consequential, liquidated, incidental, special, or exemplary damages including, without limitation, loss of use, loss of profit, or diminution in value.
10. **Notices.** Any notices required to be made under this Agreement will be made in writing and transmitted by certified U.S. mail (return receipt requested), hand delivery, electronic mail (e-mail) delivery, or by a nationally-recognized overnight mail service to the following addresses:

**IF TO THE CLUB:**

Bethlehem Aquatic Club, Inc.  
c/o Sara Collins, President  
226 Moreland Avenue  
Bethlehem, Pennsylvania 18017  
E-mail Address: saradysoncollins@gmail.com

**IF TO THE CITY:**

City of Bethlehem  
c/o Jodi M. Evans, Director of Recreation  
10 E Church Street  
Bethlehem, Pennsylvania 18018  
E-mail Address: JEvans@bethlehem-pa.gov

**WITH A COPY TO:**

City of Bethlehem  
Attn: Legal Bureau  
10 E Church Street  
Bethlehem, Pennsylvania 18018  
E-mail Address: CBartera@bethlehem-pa.gov

11. **Governing Law; Construction; Venue.** This Agreement will be governed by and construed in accordance with the laws of the Commonwealth of Pennsylvania. The Parties acknowledge and agree that the Court of Common Pleas of Northampton County, Pennsylvania, shall be the sole and exclusive venue for any legal action brought by either of the Parties arising out of or relating to this Agreement.
12. **Effect of Section Headings/Captions.** The Section headings/captions contained herein are for convenience of the Parties only and are not considered a material part of this Agreement nor shall they be considered in interpreting this Agreement.
13. **No Assignment.** This Agreement may not be assigned by either Party, and no purported or attempted assignment of this Agreement shall be effective against either of the Parties.

14. **Integrated Agreement.** This Agreement contains the entire agreement of the Parties with respect to the subject matter hereof and supersedes all written and oral communications between the Parties prior to its execution.
15. **Amendment; Severability; No Waiver.** This Agreement may not be amended, except in writing signed by both Parties hereto. The provisions of this Agreement are severable. If any term or portion of this Agreement will be held to be invalid or unenforceable to any extent, the remainder of this Agreement will not be affected, and each remaining term or portion will be valid and enforced to the fullest extent permitted by law. Any failure to enforce any provision of this Agreement will not operate as a waiver of such provision or of any other provision.
16. **Counterparts.** This Agreement may be executed in counterparts, each of which shall constitute an original, but all of which, when taken together, shall constitute one and the same instrument.

IN WITNESS WHEREOF, the Parties hereto, intending to be legally bound hereby, have hereunto set their hand(s) and official seal(s) as of the date(s) indicated below.

**BETHLEHEM AQUATIC CLUB, INC.**, a Pennsylvania nonprofit corporation

**CITY OF BETHLEHEM**, a Pennsylvania third class city

By: \_\_\_\_\_  
(Signature)

By: \_\_\_\_\_  
**J. William Reynolds, Mayor**

Name: \_\_\_\_\_

Date: \_\_\_\_\_

Title: \_\_\_\_\_

ATTEST

Date: \_\_\_\_\_

By: \_\_\_\_\_  
**George Yasso, Controller**

ATTEST:

By: \_\_\_\_\_  
(Signature)

Date: \_\_\_\_\_

Name: \_\_\_\_\_

**Attachments:**  
**Exhibit A – Price Quotation**  
**Exhibit B – Bill of Sale**

**EXHIBIT A**  
(See attached)

[Insert Price Quotation]



D#40888 - Sara Collins

**Sara Collins**

saradysoncollins@gmail.com  
484-896-8126

**Ship to Address:**

Bethlehem Parks and Rec  
295 Illicks Mill Rd  
Bethlehem, PA 18017

**Outdoor Workout Supply**

sales@outdoorworkoutsupply.com  
32534 Legacy Isle Parkway  
Avon Lake, OH 44012  
United States

Quote created: January 16, 2026

Quote expires: June 1, 2026

PRODUCTS & SERVICES	SKU	QUANTITY	PRICE
CUSTOM FE-1110 PER APPROVED DRAWING - Inground		1	\$21,765.00
J-Curb (BORDER)		1	\$2,095.00
Poured in Place Safety Surfacing 1.75" system (Material and Installation) - 50/50 COLOR / 30'X30' (900 SQFT)		1	\$23,995.00
Installation - Fitness Equipment		1	\$7,080.00
Shipping		1	\$1,665.00

<b>Total</b>	<b>\$56,600.00</b>
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**Comments**

**Purchase terms**

Payable by:

**ACH** - Through the link in this quote

**Credit Card** - Available by request (3% credit card processing fee)

**Check** - Mailed to:

Outdoor Workout Supply

32534 Legacy Isle Parkway

Avon Lake, OH 44012

**Purchase orders** may be accepted.

Please reach out to our sales team if you have any questions.

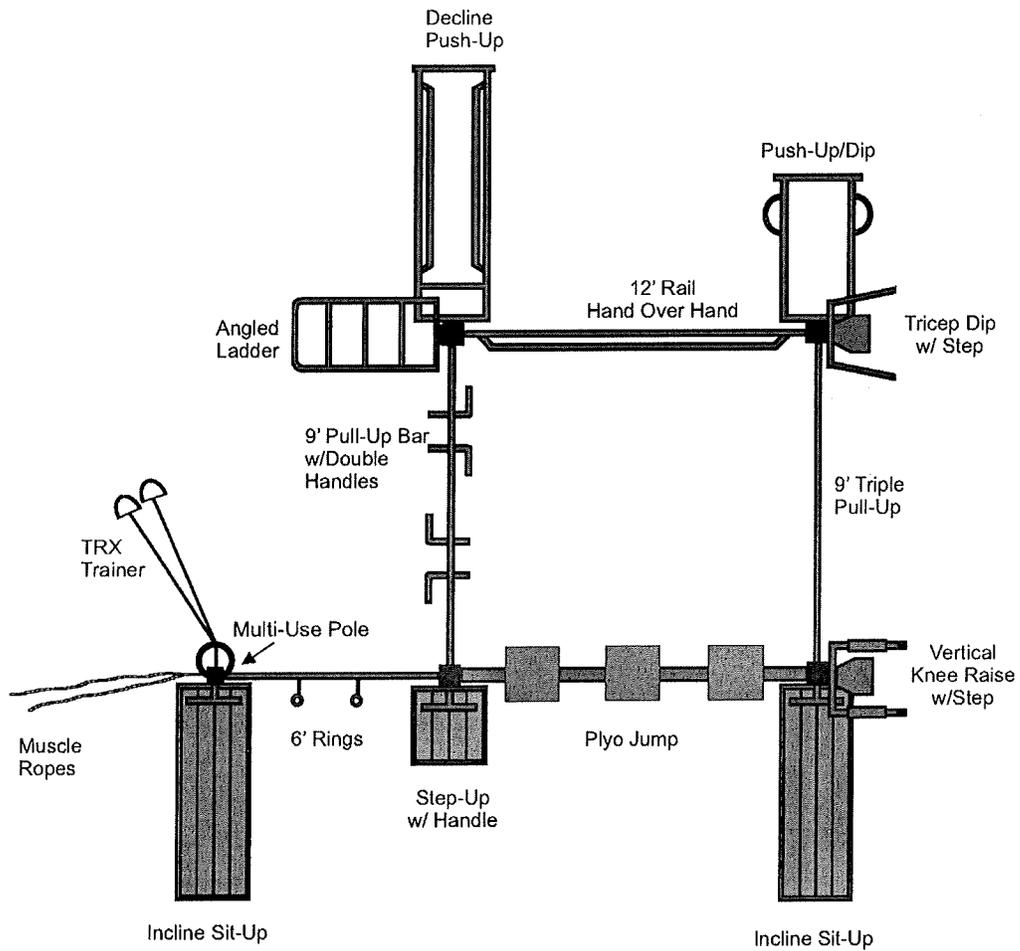
[sales@outdoorworkoutsupply.com](mailto:sales@outdoorworkoutsupply.com)

(888) 990-7508



Custom FE-1110 OWS Bethlehem Parks and Recreation

Posts: Black  
Stations: Green



**EXHIBIT B**  
(See attached)

[Insert Bill of Sale]

**BILL OF SALE FOR OUTDOOR FITNESS EQUIPMENT**  
**(MONOCACY PARK COMPLEX ADJACENT TO MEMORIAL POOL)**

KNOW ALL MEN BY THESE PRESENTS that **BETHLEHEM AQUATIC CLUB, INC.**, a Pennsylvania nonprofit corporation with a registered office at 226 Moreland Avenue, Bethlehem, Pennsylvania 18017 ("Seller"), for the nominal consideration of One Dollar (\$1.00), good and valuable consideration in hand paid at or before the sealing and delivery of these presents, the receipt and sufficiency of which are hereby acknowledged, has granted, bargained, sold, conveyed, transferred, assigned, and delivered to the **CITY OF BETHLEHEM**, a Pennsylvania municipal corporation and city of the third class having a principal place for doing business located at 10 E Church Street, Bethlehem, Pennsylvania 18018 (the "City"), and its successors and assigns, all of Seller's right, title, and interest in and to that certain outdoor fitness equipment more particularly described in that certain price quotation prepared by Outdoor Workout Supply for Seller, dated January 16, 2026, a copy of which is attached hereto as **Exhibit B-1** and made a material part hereof (the "Equipment"). The Equipment is conveyed pursuant to a certain "Donation Agreement (Outdoor Fitness Equipment at Monocacy Park Complex Adjacent to Memorial Pool)," dated \_\_\_\_\_, 2026, by and between Seller and the City, wherein Seller agreed to convey the same to the City.

**TO HAVE AND TO HOLD**, the same unto the City and its successors and assigns, to and for the City's own proper use, benefit, and behoof forever.

**AND** Seller hereby warrants and represents to the City that Seller has the right and authority to convey the Equipment to the City, free and clear of any liens, charges, security interests, or encumbrances of any nature whatsoever.

[SIGNATURE PAGE FOLLOWS]

**[Signature Page to Bill of Sale for Outdoor Fitness Equipment (Monocacy Park Complex  
Adjacent to Memorial Pool)]**

IN WITNESS WHEREOF, I have hereunto set my hand and official seal this \_\_\_\_\_ day  
of \_\_\_\_\_, 2026.

**SELLER**

**BETHLEHEM AQUATIC CLUB, INC.,**  
a Pennsylvania nonprofit corporation

**By:** \_\_\_\_\_  
(Signature)

**Name:** \_\_\_\_\_

**Title:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**ATTEST**

**By:** \_\_\_\_\_  
(Signature)

**Name:** \_\_\_\_\_

**Date:** \_\_\_\_\_

**Attachment:**  
**Exhibit B-1 – Price Quotation**

**EXHIBIT B-1**  
(See attached)

[Insert Price Quotation]



# OUTDOOR WORKOUT SUPPLY

D#40888 - Sara Collins

**Sara Collins**

saradysoncollins@gmail.com  
484-896-8126

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