

**REDEVELOPMENT AUTHORITY  
OF THE CITY OF ALLENTOWN  
Wednesday, August 13 2, 2025 – 2:00PM  
Council Chambers**

**MINUTES**

**CALL TO ORDER**

The meeting of the Redevelopment Authority of the City of Allentown was held on August 13, 2025, at Allentown City Hall, located at 435 Hamilton Street, Allentown, PA. This was a hybrid meeting of in-person and virtual attendance using Microsoft Teams. The meeting, having met the requirements of a quorum, was called to order by the Chair, Christopher Raad at 2:06 PM.

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**Attendees**

Board Members: Alan Jennings, Jessica Ortiz (joined at 2:40p.m.), Christopher Raad and Daniel Schmidt

Staff: Josh Gildea (Solicitor) Kelly Grogg, Mark Hartney, Vicky Kistler, Ellen Price

**Public/Guests**

Sara Vigneri – Allentown Voice

Shelby Eck – Community

Danielle Mineo – Allentown Health Bureau

**APPROVAL OF THE MINUTES**

**MOTION:** Dan made a motion for the RACA board to approve the minutes of the July 2, 2025, meeting. Alan Jennings seconded the motion, which was unanimously approved.

**PUBLIC COMMENT**

Shelby Eck- Spoke about a property 738 Pine Street that has been tagged for Blight. She was inquiring about the next steps as she was interested in acquiring the property. Staff will provide contact information off-line.

**STAFF FINANCIAL REPORT**

Ms. Price reviewed the staff financial report which includes financial statements through July 31, 2025. The CDBG reimbursement receivable for 2024 has been drawn down and shows as revenue in 2025.

**MOTION:** Mr. Jennings made a motion for the RCA Board to approve the staff financial report as presented subject to audit. Mr. Schmidt seconded the motion, and it passed unanimously.

## **INVOICES FOR PAYMENT**

The Authority had 12 invoices totaling \$5822.20. Ms. Price and Ms. Grogg reviewed the invoices for the Board to approve.

**MOTION:** Mr. Jennings made a motion for the RACA board to approve the payment of invoices as presented. The motion was seconded by Mr. Schmidt and passed unanimously.

## **INVENTORY UPDATES**

Ms. Grogg distributed and reviewed the Authority's inventory summary spreadsheet. Updates of note:

**323 N 9<sup>th</sup>** – A new refrigerator was purchased for the upstairs unit. During the delivery damage was caused to the unit. A claim has been filed Home Depot.

## **OLD BUISNESS**

### **HOMEOWNERSHIP PROGRAM**

Mr. Hartney informed the board that a \$1.5 million dollar grant application has been submitted to FHLB – Pittsburgh to support the program. A decision from FHLB-Pittsburgh is expected in December.

### **ACQUISITION**

Ms. Grogg gave an update on the acquisition of the blight properties. HUD Environmental reviews have been started on all properties expected to be acquired with CDBG funds.

### **RE-CERTIFICATION**

Ms. Grogg reviewed the list of properties that are still on the certification list. Staff was looking for the board to recertify the list presented. This is a needed process if the Authority takes these properties through the eminent domain process.

**MOTION:** Mr. Schimdt made a motion to for the RACA board to re-certify the properties as presented. The motion was seconded by Jessica Ortiz and passed unanimously.

## **NEW BUISNESS**

### **MORTGAGE PURCHASE OPPORTUNITY**

Mr. Hartney reviewed the two homestead properties that had mortgages to be purchased from the City. Staff reviewed the liability and the return of the mortgages, including the interest and the value of the home. Staff feels this is a good solution and would make sure all the correct paperwork is in place. The

board asked to present a process of the mortgage purchase, and they will review and vote on it at the next meeting.

### **REIMBURSEMENT OF ACQUIRED PROPERTIES**

Mr. Hartney explained that there were properties that were acquired previously by the Authority using RACA funds. Staff is looking to reimburse those purchases with CDBG, if we have the ability to do so. HUD Environmental Reviews have been started on those properties.

### **ADJOURNMENT**

The meeting adjourned at 3:06 PM.

**NEXT MEETING:** Wednesday, September 10th, 2025, at 2 PM in Allentown City Hall, 435 Hamilton St., Allentown, PA.