

Redevelopment Authority of the City of Allentown
Regular Monthly Meeting Minutes
January 17, 2024
2:00 PM

Call to Order

The monthly meeting of the Redevelopment Authority of the City of Allentown was held on December 21, 2023, in a hybrid format combining an in-person meeting with a Microsoft Teams virtual meeting. The meeting having, met the requirements of a quorum, was called to order by Daniel Schmidt at 2:04 PM.

Board in Attendance

Daniel Schmidt, Chair
Jessica Ortiz, Vice Chair
Alan Jennings, Treasurer

Staff in Attendance

Joshua Gildea, Solicitor
Vicky Kistler, CED Director
Mark Hartney, Deputy Director
Kelly McEllroy, City of Allentown

Public in Attendance:

Julio Guridy – Allentown Housing Authority

Approval of Meeting Minutes

The Minutes were not created, they will be ready for approval at the next meeting.

Old Business

428 N 6th Street Disposition – Mark started the conversation and introduced Julio to present his proposal. Julio stated the property would be awarded to AHA for \$1.00. Once they have possession, they will have the ability to apply for funding. Federal Home Loan Bank will have some possible funding to help construct the project. He is confident that they will be able to get funding. They wanted to construct an 8-unit property based on the Redevelopment Authorities' drawn-up plan. He hoped to break ground this year and complete it at the end of next year. They would have the project be a voucher program. He stated they were not going to go through the tax credit process. He asked for questions.

Alan asked if the property was the one that was spoken about last week. He wanted to suggest an offering to the AHA for \$1.00 but then put a time frame for the construction. Jessica claimed that the Authority put some money out on the property and wanted to be sure they would get that back. Mark was waiting for a list of money from Megan besides CDBG funds, so we know the correct amount.

Alan Motioned to offer the property for \$1.00 till June, and then the AHA could bring back final plans. Mark and Vicky confirmed that the plans were approved. A discussion was had to have Fair Market Value be the purchase price for the Housing Authority to acquire the property. Mark and Vicky were concerned that that would be too much, and we have HUD requesting the CDBG funds to be paid back as per Vicky.

Jessica proposed a motion for \$50,000 as the purchase price for acquiring the Housing Authority, along with a construction timeline.

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Kelly spoke about the previous practice with the site control that the Authority would allow for site control, and then the developer could finalize plans and proposals. Then the final proposal would be heard at a board meeting. Contract documents would be recorded at the County if awarded, and the construction would follow a timeline.

A discussion was had on what the project would be. Mark and Josh suggested a motion to award a site control with timelines and without a purchase price until all the numbers are finalized.

Jessica again motioned to award a site control to the housing Authority. Josh and Alan discussed the verbiage of the motion; Josh was not making the actual motion, but was ensuring that all was captured in the motion.

Discussion was had on what amount of CDBG was in the budget, what the gap was, and the amount of CDBG money that might have to be repaid.

Josh asked for the motion again, and Jessica stated the motion had been made. She then motioned to give the Authority Possession and site control. Alan seconded with all in favor.

New Business

Vicky stated that Chris Raad submitted the application for the board seat. She stated she would keep the board up to date on the status of the appointment.

Alan was concerned of the demographics of the board.

Megan Hart joined to finish the discussion of the amount of CDBG funds in the 6th Street Property. She stated that it would be around 30k. She stated that the amount of RFP prior was \$45,000. Megan stated that CDBG paid for the fence, but has not been for a while. She claims that CDBG was not repaid for 2 years.

Megan stated she would give a password for a read-only version. Mark said he wanted read-only. Megan noted that all accounts are closed at year's end. She stated that all the reconciliation will be on the N drive.

Mark asked to talk about the agreement. Josh stated the City Solicitor and I have been passing the MOU back and forth. There was a question on the amount that will be paid to the city for the management payment. Mark stated that the amount would be listed in the Agreement. Mark noted that if there is non-CDBG, that amount can't be estimated because it would vary on the situation.

Josh asked for a motion on the MOU to be approved. Alan made a motion and Jessica seconded it. Josh said he would circulate the finalized MOU for 48 hours, with all in favor. Mark stated it has to go in

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front of council. Vicky stated that the Council is meeting, and she said she would put it in front of the council for discussion. Jess, Alan, and Dan would like to be present for the discussion.

Status of properties

Jessica started the conversation with 1028 Chew Street; she stated that this was a fire property. She stated this property, along with 1643 Turner Street, has been sold. Kelly asked for buyers' information, and Jessica stated she would send it over.

411 Ridge Street – Jessica claimed that the board was waiting for something from the city in order to award the parking authority the lot. Mark stated this was the same type of situation as the funeral home. She claimed were waiting for numbers. Jessica stated she would contact Megan to see if we can get a clear number of the amount that was put into the lot. Dan stated previously that was figure that was discussed and was presented to the Parking Authority. Jessica stated that there was an item that the board was waiting for before the lot was awarded.

Kelly asked for 515 New Street if that was going to be listed on the MLS or if it was going to be RFP'd. Mark suggested any properties that has CDBG money should not be awarded until we figure out best use.

Dan stated he was willing to discuss the disposition of the lot. Mark stated he would reach out to them and see what they would like to do.

Mark stated when the MOU is worked out. He would like to have a standard form so it could be put out for 60 days. Jessica stated she wanted to assess the location of the property. She stated that the were working with the community to get their input.

Mark stated that if an RFP was put out and no one submitted a proposal, that RFP would stay in place for when someone has an interest after the fact. He wants to make sure we are presenting low-income housing.

Julio wanted to clarify a statement made by Jessica that the wait list is closed. He stated that all the applicants on the list are low-income. Mark wants to make sure that the affordability stays in place for a very long time; he stated we can have things in place, so the contract doesn't pull all the equity from the project.

Alan requested the time of the Redevelopment Meetings be changed. This will be discussed at a future meeting.

Public Comment

None

Adjournment

3:17 pm