

Redevelopment Authority of the City of Allentown
Regular Monthly Meeting Minutes
March 13, 2024
2:00 PM

Call to Order

The monthly meeting of the Redevelopment Authority of the City of Allentown was held on March 13, 2024, at City Hall Located at 435 Hamilton Street Allentown, PA 18101. 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 Daniel Schmidt.

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:

James Spang - Allentown Resident (in Person)
Peter Secoda – Allentown (Via Teams)

Approval of Meeting Minutes

With A determination of a quorum, the meeting was called to order on March 13th at 2:02 pm. The minutes from the previous meeting on February 14, 2024 motioned to be approved by Alan and seconded by Jessica with ALL approved.

The meeting was recorded, but there was no sound.

Old Business

411 Ridge Street – The vacant lot was discussed and the status of the award to the Parking Authority. Mark Hartney gave a brief update of the award and what we are waiting for in terms of an agreement. Mark suggested that the lot be awarded for \$1.00 to the parking authority to limit the liability to the Authority and the award will reduce the money ARA has to manage it every month. Mr. Spang came to the meeting to discuss the neighborhood issue with the lot and he was hoping that it would get awarded and go for a good use. He also wished to know how it is determined that the lot can be used. The answer to Mr Spang was that the lot is slated for a parking lot and the Authority just owns 411 Ridge. The adjoining lot 409 Ridge Street is owned by someone else, if the parking Authority wishes to acquire that location as well. They would need to acquire it on their own. Ms. Ortiz made a motion for RACA to sell the lot to APA for \$1 with a deed restriction that the lot be used to create parking for the neighborhood and directed the RACA Solicitor to draft an agreement of sale. The motion was seconded by Mr. Jennings and passed 3-0.

428 N 6th Street – This lot has interest from the housing authority. Mr. Gildea reported that the site control document has been forwarded to Mr. Guridy at the Allentown Housing Authority and he is awaiting a response. Mr. Hartney reported that he had also followed up with Mr. Guridy regarding the document.

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540 Hamilton Street – Ms. McEllroy reported that on Thursday, February 15th, she met the Constable at the property for formal eviction purposes and had it rekeyed. She took a full set of pictures and will forward it to the board. She also reported that LCA has removed the water meter. Mr. Hartney reported that he created a draft RFP and has forwarded to the board for review. Mr. Hartney asked for the board to respond with any comments by Wednesday, Marh 21.

Peter Secoda was online and was interested in 820 Walnut Street – this is a 3-unit property that was acquired through eminent domain by RACA. Ms. McEllroy explained that the property will be disposed of via and RFP process and that she would notify him when the RFP is open for responses.

New Business

NONE

Update Report – Ms. McEllroy informed the board that she was working on getting pictures of the properties and will share them once they are complete. She and Mr. Gildea were able to confirm that current insurance policy was sufficient to cover the city staff for work performed on behalf RACA for any issues other than criminal.

The MOU – Mr Hartney reported that the document is going to be on the CED committee agenda for discussion this evening. Ms. Ortiz said she would attend and voice her support on behalf of RACA. If approved, it would be on the agenda for the March 20th Council meeting.

Financials – The financial reports that City staff have access to were reviewed. Once the MOU is approved the City would take over the day to day book keeping and financial reporting.

Board Information Packets – Ms Kistler is working with Ms. McEllroy on this and will provide an update next month.

Public Comment - None

Executive Session – The Board announced that they will be going into Executive Session to discuss personnel issues.

Adjournment

3:38 pm