

**REDEVELOPMENT AUTHORITY
OF THE CITY OF ALLENTOWN
Wednesday, November 13, 2024 – 2 PM
3rd Floor Conference Room**

CALL TO ORDER

The meeting of the Redevelopment Authority of the City of Allentown was held on November 13, 2024, at Allentown City Hall, located at 435 Hamilton Street, Allentown, PA. The meeting, having met the requirements of a quorum, was called to order by Board president Chris Raad at 2:03 PM.

ATTENDANCE

Board Members: Alan Jennings, Jessica Ortiz (virtual), Christopher Raad, Dan Schmidt and Tyrone Russell (virtual)

Staff: Josh Gildea (Solicitor), Kelly McEllroy, Mark Hartney, Jean Brossman, Ellen Price and Anthony Rivas.

Public: Jason Addy (Lehigh Valley News, Virtual)

APPROVAL OF MINUTES

A copy of the draft meeting minutes from the October 17, 2024, meeting was distributed to the board in the meeting packet. The approval of these minutes was tabled to the November 2024 meeting.

MOTION: Alan Jennings moved that the minutes be tabled until the November, 2024, meeting. Seconded by Jessica Ortiz, the motion was tabled without objection.

TREASURER’S REPORT

Ellen Price reported on the profit and loss statement with nothing significant to consider to clean up past items on the Profit and Loss Statement. With the audit complete, progress continues on the authority’s financial health.

MOTION: Jessica Ortiz moved and Mr. Jennings seconded a motion that the Board accept the financial report. The motion was approved without objection.

APPROVAL OF INVOICES

MOTION: Mr. Jennings moved that the Board approve the ten invoices as presented. The motion was seconded by Ms. Jessica Ortiz and passed unanimously.

INVENTORY UPDATES/ACTIONS

Staff updated the board regarding the existing RACA inventory. Highlights included:

811 New Street

The trees along the front of the property have been cut down and the grass has been cut. The water meter is scheduled to be removed this week. The property is scheduled to be cleaned up.

428-436 North Sixth Street

The agreement of sale and developer's agreement have been fully executed. We anticipate closing to take place this week.

323 North Ninth Street

Repairs have been made from the roof duct water leak. The rental inspection has been scheduled for this coming week. The refrigerator has been repaired which included installing a new compressor. We are working toward getting the first-floor apartment rented.

332 North Front Street

All additional information requested from the developer has been received. Counsel is reviewing requested changes by the developer to the AOS and Developer's Contract.

NEW BUSINESS/STAFF REPORT

A proposed budget format was presented and reviewed with the Board. This will be updated to reflect the responses to the property maintenance RFPs.

Mr. Hartney reported that he is planning to have a RACA website which will list property inventory, certified blighted property as well as any active RFPs for the Authority. This will assist in the advertisement of the RACA owned properties.

A brief discussion of the Intergovernmental Cooperation Agreement took place. Dan Schmidt and Tyrone Russell both agreed that things are going much more smoothly. All agreed that the agreement should continue.

Mr. Jennings raised again his concerns that the early afternoon meeting time of the Board of Directors is not conducive to community input. The consensus among the directors was to move the meeting to later in the afternoon.

A doodle scheduling poll will be conducted to determine the ideal time for the meetings. The Board will revisit this concern at next month's Board Meeting.

Ms. McEllroy reviewed the Blighted Property Review Procedures, noting the differences between certified, determined and permitting requirements.

EXECUTIVE SESSION

The board went into executive session at 3:15 to discuss pending litigation. The board ended session at 3:58 PM.

ADJOURNMENT

The meeting adjourned at 3:58 P.M.

NEXT MEETING
Wednesday, December 11, 2024, 2 PM
Allentown City Hall
435 Hamilton Street
Allentown, PA 18101