

Redevelopment Authority of the City of Allentown
Monthly Meeting Minutes
August 10th, 2022
2:00 PM

The following are meeting minutes of the Redevelopment Authority of the City of Allentown pertaining to the meeting held on **Wednesday, August 10th, 2022** at 2:00 pm Via Teams Virtual Meeting.

Board in Attendance

Daniel Schmidt, Chair
Tyrone Russell, Secretary
Rodney Bushe, Treasurer
Jessica Ortiz, Member

Staff in Attendance

Megan Hart
Scotty Smith
Joshua Gildea, Solicitor

Public in Attendance:

None

Determination of a Quorum

Daniel Schmidt determined a quorum was in place and called the meeting to order at 2:38.

Old Business

Megan Hart provided an inventory update stating there were not any new properties added to the Authority's inventory and one property has transferred ownership, 306 N. 7th Street which was a small vacant parcel awarded to the Muse to be used for parking. Megan Hart explained 5 properties are ready to be advertised and sold, these were acquired thru eminent domain and will be sold without restrictions since it was funded by the Authority and will need to be made whole. Tyrone Russell asked what the process of selling the properties is and if it was thru a regular realtor, Megan Hart answered the properties will be listed on the open market in addition to a separate distribution list from direct inquiries about properties. Jessica Ortiz asked if there is anything we can do to assist nonprofits in acquiring properties such as giving them the first chance to purchase, not a discounted price, and Megan Hart said yes we can do that, it would be similar to the First Look Initiative Program that HUD uses sometimes for owner occupants for foreclosures.

Approval of Meeting Minutes

Tyrone Russell made a motion to approve the minutes from the August 10th, 2022 meeting, Rodney Bushe seconded, and all were in favor.

New Business

Megan Hart explained the process of the Election of Officers. Jessica Ortiz stated the current set up is working well. Daniel Schmidt asked for clarification of the positions and if there was any certain position a board member was interested in. Rodney Bushe asked what the responsibilities are of the Vice Chair to which Megan Hart stated the Vice Chair is mainly a back up for signing checks. Jessica Ortiz asked what the Secretary is responsible for and Megan Hart answered we do not have a working board and all board responsibilities are handled by her. Joshua Gildea added the Board is entitled to delegate the responsibilities to the Executive Director or the Executive Director's Designee.

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RESOLUTION: Daniel Schmidt made a motion for Rodney Bushe to serve as Vice Chair, Jessica Ortiz to serve as Secretary, Tyrone Russell to serve as Treasurer and all were in favor.

RESOLUTION: Tyrone Russell made a motion for Daniel Schmidt to serve as Chair, Rodney Bushe seconded and all were in favor.

Megan Hart provided the monthly financial statement and asked if there were any questions to which there were none. Megan Hart provided an overview of the Accounts Receivable and an update regarding the attempt to collect.

Executive Session called by Daniel Schmidt to discuss legal matters.

Megan Hart stated the 2021 Audit has been completed. Jessica Ortiz asked if this was a random audit or required by the City and Megan Hart said it is was not random, its a yearly Audit and the City does require a copy to which they are in receipt of. Jessica Ortiz asked for clarification of the relationship between the City and Redevelopment Authority. Joshua Gildea stated the Authority is a completely separate entity from the City, we are not controlled by the City with the exception of appointment of the Board Members. Megan Hart stated we are the only entity with the eminent domain power to acquire blighted properties. Jessica Ortiz asked how blight process works. Megan Hart stated properties are taken thru the BPRC (Blighted Property Review Committee) process and once a property is certified, the Authority has the power to step in and start eminent domain proceedings. Megan Hart asked if there were any other questions to which there were not.

Public Comment

None

Adjournment

3:52pm