

Redevelopment Authority of the City of Allentown
Monthly Meeting Minutes
July 14, 2021
2:00 PM

The following are meeting minutes of the Redevelopment Authority of the City of Allentown pertaining to the meeting held on Wednesday, July 14, 2021 at 2:00 p.m. Via Teams Virtual Meeting.

Board in attendance:

Chair - Rebecca Williams
Vice Chair – Dan Schmidt
Tyrone Russell- Member

Staff in Attendance

Kelly McEllroy
Megan Hart
Joshua Gildea, Solicitor

Public in attendance

None

Determination of a Quorum

Rebecca Williams determined a quorum was in place and called the meeting to order at 2:05pm.

Approval of the Meeting Minutes

Dan Schmidt requested a motion to approve the minutes from the meeting held on May 12, 2021, Tyrone Russell seconded and all were in favor.

Old Business

None.

New Business

Election of Officers- Kelly McEllroy stated this is the yearly Election of Officers, there are 4 positions currently available for Chair, Vice Chair, Treasurer and Secretary. Dan Schmidt nominated Rebecca Williams for the Chair position, Tyrone Russell seconded and Rebecca Williams accepted. Rebecca Williams nominated Dan Schmidt for the Vice Chair position, Tyrone Russell seconded and Dan Schmidt accepted. Rebecca Williams nominated Tyrone Russell for the Secretary position, Dan Schmidt seconded and Tyrone Russell accepted. Rebecca Williams nominated Rodney Bushe for the Treasurer position.

RESOLUTION – Rebecca Williams made a motion for the following Election of Officers: Rebecca Williams will have the Chair position, Dan Schmidt will be Vice Chair, Tyrone Russell will be Secretary, Rodney Bushe will be the Treasurer, Dan Schmidt seconded and all were in favor.

Kelly McEllroy stated the mayor has appointed a new board member Jessica Ortiz.

Audit

Kelly McEllroy stated the 2020 Audit was completed and introduced Adam Waszkiewicz, CPA. Adam Waszkiewicz explained the completed audit in detail including the financial statement, revenues, expenses, changes in net position and cash flow.

318 N 13th Street

Kelly McEllroy stated we received a total of 3 proposals for this property, 1 proposal received did not have the funds for the purchase so highest and best was requested from the other 2 interested parties, both of which would be using the property for transitional housing. Rebecca Williams asked if there were any differences in the proposals other than the price difference to which Kelly McEllroy answered no. Dan Schmidt suggested accepting the higher offer amount and Rebecca Williams agreed since all the other terms were similar. Tyrone Russell agreed and said in this case since both offers are from entities compared to owner occupied, the highest offer would be best.

RESOLUTION - Dan Schmidt motioned to award 318 N. 13th Street to Allentown Affordable Housing for \$180,000. Tyrone Russell seconded and all were in favor.

Updates

Landbank Policy and procedures

Rebecca Williams asked for an update regarding the Landbank Policy and Procedures. Kelly McEllroy stated eminent domain is very antiquated and is difficult to acquire properties but with the landbank, we are able to acquire properties thru the judicial sale of the taxing authority which is great because we can acquire them, quiet the titles without any back and forth. Kelly McEllroy also mentioned the board already approved the Redevelopment Authority to act as a Land Bank and there won't be an immediate need for a monthly meeting, most likely just quarterly. Kelly McEllroy stated once the procedures are worked out, hopefully we can acquire properties by the end of year.

Staffing

Kelly McEllroy stated she accepted a position within the City of Allentown with a starting date of August 9th.

Kelly McEllroy stated the Executive Director position will be vacant because the City of Allentown wants the Redevelopment Authority completely independent from the City as opposed to all other large municipalities. Kelly McEllroy stated the Redevelopment Authority is fragile and will need to come up with ideas on how to bring in some revenue because after the blighted properties get pushed to the Redevelopment Authority, we have to take them thru eminent domain, spend \$300,000 to rehab the property and then sell it for \$185,000 which isn't feasible. Kelly McEllroy also mentioned we are only allotted a certain amount of CDBG funds so it is financially impossible to take all these properties and rehab them. Rebecca Williams asked for ideas on how to approach this,

Kelly McElroy answered maybe a candid conversation with the mayor and or city council to stress the importance of the Redevelopment Authority and it's purpose.

RESOLUTION – Dan Schmidt motioned for Megan Hart to have signing authority for daily functions on behalf of the Allentown Redevelopment Authority, Tyrone Russell seconded and all were in favor.

Rehab Updates

532 W. Allen Street

Kelly McElroy said plans have been finalized and Scottie Smith is working on the job specs and then be able to get it out for bid.

326 N. 9th Street

Kelly McElroy stated this property is taking longer than expected but is nearing completion.

323 N. 9th Street

Kelly McElroy said this property is progressing quickly and will be a 2 unit.

515 N. New Street

Kelly McElroy mentioned we are trying to get the doors removed from the property.

Rebecca Williams asked if we have a Facebook page. Megan Hart answered yes we do have one.

Public Comment

None

Adjourned

3:01