

Redevelopment Authority of the City of Allentown
Monthly Meeting Minutes
September 8th, 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, September 8th, 2021** at 2:00 pm Via Teams Virtual Meeting.

Board in Attendance

Rebecca Williams, Chair
Dan Schmidt, Vice Chair
Tyrone Russell, Secretary
Rodney Bushe, Treasurer
Jessica Ortiz, Member

Staff in Attendance

Megan Hart
Scotty Smith
Joshua Gildea, Solicitor

Public in Attendance:

None

Old Business

318 N. 13th Street – Megan Hart said the awardee has not yet signed the contract awarded back in July to purchase the 13th Street property because they would like to explore other financing options. The Board unanimously agreed to give the awardee seven days to sign the contract or it will be rescinded. Megan Hart said the CO is scheduled for end of September.

323 N. 9th Street – Megan Hart said the rehab is in progress and on schedule to be completed October/November. Rebecca Williams asked what contractor is working on 323 N. 9th Street and Megan Hart answered CJ Construction.

326 N. 9th Street – Megan Hart stated the final CO is scheduled for the end of September.

532 W. Allen Street – Megan Hart said the drawings were finalized and contractor bids are due by September 21, 2021. Rebecca Williams asked what the process is for the contractor bids and Megan Hart answered we have a group of contractors we include in the bid process which have met with us and we were able to physically look at their previous work because these rehabs are not just paint and carpet, they're very extensive.

515 N. New Street – Megan Hart said the lot consolidation is in progress and conceptual drawings are in the process of being completed.

Land Bank – Megan Hart stated the Policies & Procedures for the Land Bank were resent to the Board Members for their review for the Land Bank's first meeting which will be held immediately after the regular Redevelopment Authority meeting in October.

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R2019-26 regarding the marketing of ARA properties – Megan Hart stated she sent the Board Members the requested Standard Listing Agreement and asked if there were any questions. Tyrone Russell answered he doesn't have questions about this resolution, but he would like more information regarding the interview process for selecting contractors to ensure there is equal opportunity for individuals. Megan Hart said the Authority is always open and willing to work with any qualified contractor and again, because these rehabs are so extensive, we need to meet with potential contractors and see their work. Rebecca Williams suggested giving the contractors a score card for their work and or meeting completion deadlines. Rebecca Williams asked Joshua Gildea if there was any conflict regarding Megan Hart listing the properties, Joshua Gildea answered the Authority can enter into an agreement for service with whomever they so choose and there is not any conflict for Megan Hart to carry on as the previous Associate Director, Kelly McEllroy regarding listing properties. Tyrone Russell said the Authority needs to be non-discriminatory and agrees to continue as done in the past for now to be re-evaluated later, to which Jessica Ortiz agreed. Rebecca Williams said there are a lot of processes and procedures we are building because the Authority is being put back together piece by piece. Jessica Ortiz asked to include an expiration date of any new resolution regarding the marketing of the properties to which Joshua Gildea answered yes, an expiration date can be added.

RESOLUTION – Dan Schmidt motioned to amend R2019-26 to authorize the Associate Director to market the Authority's completed properties for sale thru March 2022, Tyrone Russell seconded, and all were in favor.

New Business

Megan Hart stated there is a previous resolution that approved 318 N. 13th Street to be deeded to the City of Allentown for their Homestead Program but that has since changed.

RESOLUTION - Dan Schmidt motioned to rescind R2020-03 which approved 318 N. 13th Street to be deeded to the City of Allentown for the Homestead Program.

Public Comment

None

Adjournment

2:53