

REDEVELOPMENT AUTHORITY OF THE CITY OF ALLENTOWN

MEETING MINUTES

Wednesday, August 12, 2026 - 2:00 P.M.
Council Chambers, Allentown City Hall
435 Hamilton Street, Allentown, PA

1.0 Welcome, Call to Order, and Roll Call:

Tony Hanna, Marci Martinez-Howey, Christopher Raad, Daniel Schmidt

Solicitor: Joshua Gildea Esq.

Staff: Kelly Grogg, Vicky Kistler, Mark Hartney, Ellen Price, Kevin McNulty,
Brian Hite, Jerald Hartnett

Public: Stephanie Tyler, Kevin Easterling

2.0 Approval of Minutes — July 8, 2026

MOTION: Mr. Hanna made a motion for the RACA Board to approve July 8, 2026, meeting minutes. The motion was seconded by Mr. Schmidt and unanimously approved.

3.0 Public Comment-

Kevin Easterling congratulates newly appointed RACA Board member Marci Martinez-Howey.

****Call for Executive Session - Real Estate Transactions**

4.0 Staff Financial Report

Ellen Price reviewed the Staff Financial Report as of 7/31/26. Items reviewed included: Budget to Actual Comparison, Balance Sheet Comparison and Profit and Loss Comparison. Deposited check CBDG Funds-\$135,193.26. Included in the CDBG Funds- Personnel Expenses -\$70,297.91 and Property & Program Management Expenses-\$64,895.35. Lawn Care Maintenance, Mail & Office Supplies and Legal Bills are included in the Property & Program Management Expenses.

4.1 July 2026 Financial Report

MOTION: Mrs. Martinez-Howey made a motion for the RACA Board to approve the July 2026 financial report subject to audit. Mr. Hanna seconded the motion, and it was unanimously approved.

4.2 Invoices for Payment

Ms. Grogg reviewed the invoices for payment.

MOTION: Mr. Hanna made a motion to approve the payment of 29 invoices totaling \$17,104.90. Mrs. Martinez-Howey seconded the motion, and it was unanimously approved.

5.0 Inventory Update/Actions

Ms. Grogg reviewed the RACA inventory spread sheet. All properties were visited by City staff weekly for the month of July.

515 N. New St.-Electric meter was smashed, called PPL to get electric meter repaired.

1240 N. 19th St.-Ongoing roof problem.

323 N. 9th St.- 1st floor tenant was evicted, confirmed they moved out of residence. Needs clean up, extermination and repainting.

6.0 Old Business

Ms. Grogg gave an update from Mr. McNulty, Senior Planner, City of Allentown. Five properties were submitted for the AHP Grant with People's Security Bank & Trust as the applicant. Final edits to the RFP for 332 N. Front St. are being made based on board feedback.

Mr. Hartney spoke on partnering with Lehigh University Small Cities Lab to create a design analysis for sites that will assist in creating a preapproved housing development plan which will be included in the RFP. 515 N. New Street & 437 N. Church Street will be the first sites analyzed by the Lehigh University Small Cities Lab.

8.0 Executive Session

An executive session was called for at 2:23 pm to discuss Real Estate transactions. Mr. Radd called the meeting back to order at 3:08 pm.

~~2.0 New Business~~ Conflict Council

Conflict Council

MOTION: Mr. Raad Made a motion to utilize Chuck Smitl, From Smith Law as our Conflict council for the 725 N 10th Street Lawsuit. Mr. Schmidt Seconded it, and it was unanimously approved.

908 N Penn Street

MOTION: Mr. Raad Made a motion to allow staff to pursue an amicable purchase of this property not to exceed a \$120,000 purchase price and an all-in Price of \$140,000. Mr. Schmidt seconds and it was unanimously approved.

10.0 Solicitor's Update

9.1 Update from the solicitors on the matters of the Authority

Mr. Gildea gave an update that there is a lawsuit by Mr. Hyman against RACA. He noted that he is working on draft Developer Agreements and Agreements of sale for 725 N. 10th Street and 540 Hamilton St.

11.0 Good of the order – Mrs. Kistler stated there will be a special city council meeting to discuss the housing trust fund. Items to be discussed at Developer incentives, homeowners' improvements, etc.

12.0 There being no further business and the meeting was adjourned at **3:21pm**.
Next Meeting: September 9, 2026.