

REDEVELOPMENT AUTHORITY OF THE CITY OF ALLENTOWN

MEETING MINUTES

Wednesday, March 11, 2026 - 2:00 P.M.

Council Chambers, Allentown City Hall

435 Hamilton Street, Allentown, PA

1.0 Welcome, Call to Order, and Roll Call:

The meeting was called to order by Chair Christopher Raad at 2:00.

Board Members of Attendance: Alan Jennings, Jessica Ortiz,
Christopher Raad

Solicitor: Joshua Gildea Esq.

Staff: Jean Brossman, Kelly Grogg, Mark Hartney, Vicky Kistler,
Ellen Price, Kevin McNulty

2.0 Approval of Minutes - February 11, 2026

MOTION: A motion to approve the amended minutes of February 11, 2026, was made by Mr. Jennings, seconded by Mrs. Ortiz and unanimously approved.

3.0 Public Comment –

Mr. Kevin Easterling would like to see the RACA RFPs for Allentown, contain wording and be awarded to an Allentown contractor with low income and section 3 priorities. Vicky Kistler suggested to Mr. Easterling that he have his crew attend workshops for the validated certifications. Mr. Jennings made the motion to approve the suggestion and was seconded by Mrs. Ortiz and unanimously approved by the Board.

4.0 Call for Executive Session

5.0 Staff Financial Report

5.1 February 2026, Financial Report

5.1.1 Budget to Actual Comparison

5.1.2 Balance Sheet Comparison 2/28/26 - 2/28/25

5.1.3 Balance Sheet Comparison 2/01/26- 2/28/25

5.1.4 Profit and Loss Statement 2/1/26-2/28/26

5.1.5 Profit and Loss Comparison to previous year reporting period

Ellen Price reviewed the Financial Reports with the RACA Board Members.

MOTION: A motion was made by Mr. Jennings to table the February 2026 Financial Reports waiting for the completion of Audit until the April 2026 meeting, seconded by Mrs. Ortiz and unanimously approved.

5.2 Invoices for Payment

5.2.1 Invoice Spreadsheet

5.2.2 Copies of invoices paid/or to be paid

MOTION: The RACA Board has tabled approval of the payment of \$8,373.47 for the 25 invoices until the April meeting. The Board would like to have a discussion regarding the payment of these invoices. However, the Board is aware that these payments have already been made, and all future payments will be held back until the financials have been approved.

6.0 Inventory Update/Actions

6.1 Review of properties in RACA's Inventory

7.0 Old Business

7.1 RFP Updates

7.1.1 Tour

540 Hamilton Street

7.1.2 Technical assistance meeting

The meeting was to discuss cleanouts, grass cutting, snow removal and board ups.

7.2 1238-1240 19th Updates

We have boarded the basement windows and have added this property into the Homeownership Program with a selling price of \$184,500 listed with Penn Bid.

8.0 New Business

8.1 Possible RFP for Snow and Grass Vendor

8.2 2025 CDBG Contract

Mark Harney mailed the 2026 CDBG Contract yesterday which contains a \$600,000 boiler plate format starting July 1, 2026

9.0 Executive Session

9.1 To discuss Real Estate Acquisitions Dispositions and RFP's

10.0 Continuation New Business

10.1 Possible RFP of additional properties

The Board has approved the pursual of these four properties

528 E. Hamilton Street (fire)

\$46,00, do title search, check on possible leins and contact lender for mortgage buy out.

811 E Hamilton Street (built in 1971)

See what is owed and proceed from there.

902 N. 18th Street

1939 W. Whitehall Street

11.0 Good of the order

12.0 Next Meeting: April 8, 2026

13.0 Adjournment- The meeting was adjourned at 4:15.