

**CITY OF WARREN REDEVELOPMENT AUTHORITY
REGULAR MEETING
NOVEMBER 21, 2013**

The regular meeting of the Redevelopment Authority was held on Thursday, November 21, 2013 at 11:00 AM in the Conference Room of the Municipal Building with Chuck Hayes presiding.

Members present were Tricia During, Chuck Hayes and Randy Rossey. Mr. Kaemmerer arrived during the meeting. Michael Boyd was absent. Also present were Alan Gustafson, Building Codes; David Hildebrand, Planner/Development Administrator; Mary Ann Nau, City Administrator and Cindy Strandburg, Administrative Assistant.

MINUTES

Upon motion by Mr. Rossey and second by Mrs. Durbin, the minutes of the September 19, 2013 meeting were approved as presented.

VISITORS

Jacob Perryman – Warren Times Observer.

BUSINESS

Treasurer Report – it was reported that the Program Income Fund balance is \$12,900 and the General Fund balance is \$14,300. The following invoices were approved for payment:

- City of Warren \$100.00(lawn care)
- Harleysville - \$500.00 General Liability Insurance
- City of Warren - \$2,103.00 Director and Officers insurance.

Upon Motion by Mrs. Durbin and Second by Mr. Rossey the above invoices were unanimously approved for payment.

The Authority discussed a letter that they received from Kersey and Associates indicating that they will be ceasing as the City's auditors. Mrs. Nau stated that the City has put out an RFP for auditors.

Upon motion by Mr. Rossey and second by Mrs. Durbin, the Authority unanimously agreed to approach the City's auditing firm to complete the RDA's audit.

Enterprise Development Fund – The Authority discussed the money that is available in the Enterprise Development Fund. The Authority agreed that it can be active and involved in the redevelopment of properties within the City. The Authority asked for a balance sheet be provided to them at their next meeting.

Housing Initiative – Mr. Hildebrand discussed with the Authority about having the City along with the Planning Commission, Blight Property Review Committee and the Street Landscape Committee, look at ideas for older building that are underutilized which can be renovated into housing along with any vacant lots be transformed into new

construction. Mr. Hildebrand further stated that City Staff has been in contact with a group out of New York that renovates underutilized buildings while keeping the historic value and turns them into housing. They have been working in Bradford, PA and were interested in the City of Warren's Historical District.

Mr. Hildebrand stated that what makes this group unique is that they stay and manage the property after the project is complete. In response to Mr. Hayes' question, Mr. Hildebrand stated that Staff would have to look into the group's track record before any work could be considered. As a starting point, the group visited the City and was given a listing of vacant building and they will research the properties and get back to the City with their ideas.

Gateway Renaissance – Pennsylvania Avenue East – Mr. Hildebrand stated that the Planning Commission has been working with the zoning department regarding the entrance into the City on the East end of town and what can be done to improve the façade along Pennsylvania Avenue East. Mr. Hildebrand stated that Street Landscape Committee has been working on the landscape and tree plantings on the East end, however there is a need for façade improvements to the residential areas. There are several good locations to plant new trees along the East side of town. Mr. Hildebrand stated that Pennsylvania Wilds would be a good resource along with several other tools to move this along.

Mr. Hayes stated that all groups involved in this project will need to make sure that the East Side Businesses are involved.

MISCELLANEOUS

117 Beaty Street – Mrs. Freenock stated that the property at 117 Beaty Street looks like it is going to be resolved without any intervention from the City. The City Solicitor is working with the family.

ADJOURNMENT

There being no further business to come before the Authority, Mr. Hayes declared the meeting adjourned.