



CITY OF WARREN
REDEVELOPMENT AUTHORITY
REGULAR MEETING
MARCH 24, 2021

The regular meeting of the Redevelopment Authority (RDA) was held on March 24, 2021 at 1:00 pm. Due to the COVID-19 pandemic, the meeting was conducted using the Zoom virtual meeting platform.

ROLL CALL

Vice-Chair Wendy McCain called the meeting to order. Members present were Marty McQuillan, Mindy Saunders, Wendy McCain, and Holly LeMeur. Also present were Mike Holtz, DPW Director, Vince DeJoy, Director of Zoning, Codes & Economic Development, Andrea Stapleford, City Solicitor, Jessica Bee, Code Official and Ellen Nelson, Recording Secretary.

MINUTES

Upon motion by Mr. McQuillan and second by Ms. Saunders, the minutes of the February 24, 2021 meeting were unanimously approved by those present.

VISITORS

- Josh Cotton, reporter for Times Observer
- Phil Gilbert, City Council
- Andy Close, reporter for Your Daily Local

CORRESPONDENCE

NONE

TREASURER'S REPORT - Mr. McQuillan provided the following for February 2021:

The checking account beginning balance on January 1 was \$38,966.33. Check #1203 in the amount of \$1,417.66 cleared during the month and interest earned was \$1.45 leaving a balance on February 28, 2021 of \$37,550.12.

The Enterprise Development Fund earned \$4.91 in interest and \$5,000.00 was paid out for the Downtown Façade Grant program bringing the balance of the DCED portion to \$332,461.82; Revolving Loan \$306,045.75 for a total balance of \$638,507.57.

No bills were received this month.

Upon motion by Ms. Saunders and second by Ms. LeMeur, the treasurer's report was unanimously approved by those present.

OLD BUSINESS

- **602 Conewango avenue**
Ms. Bee has been in contact with the new owner and inspected the property last month right after the February RDA meeting. The interior has been torn down to the studs. An application has been submitted for a building permit but not yet issued. Work has been ongoing on the outside of the structure.

- **511 ½ East Street**

Mr. Holtz dropped off paperwork to Mr. Hannah. Still waiting for the deed to come back.

- **111 Pioneer Street, 103 Sixth Avenue and 28 Hemlock Street**

All three properties are going to be sold through a public auction. See details under new business.

- **423 Rankin Street**

This property is not going to auction. The occupant remains in this house. Ms. Stapleford sent a letter to the occupant asking for information but has heard nothing back. Ms. Stapleford will follow up with a phone call.

- **Downtown Façade Grant Program**

Mr. DeJoy proposed amending the footprint to include the new business on Clark Street in the former Loranger building. Mr. Gilbert had sent an email asking that these new businesses be included to give them the opportunity to participate in the façade grant program. Mr. McQuillan asked how many businesses are interested. Mr. DeJoy replied there are 4 there but doesn't know if any are interested.

Mr. Gilbert added that new signage and lighting would make the area pop. It would help make this area a hub, a destination area. Anything the City can do to help businesses succeed and grow, we should do. Mr. McQuillan said it was a good idea to include these businesses.

Mr. DeJoy stated that a motion is needed to amend the current footprint to include the area on the map. Ms. McCain asked if the City is looking to put a hotel at the end of the Loranger Building. Mr. DeJoy replied that City staff is looking at all sites, but nothing has been identified.

Mr. McQuillan made a motion to revise the plan to include Clark Street properties. Ms. Saunders seconded the motion that passed by unanimous vote by those present.

Ms. McCain asked if downtown businesses had been notified of the program. Mr. DeJoy replied nothing formal has been sent out, just what has been put out by the media. Ms. McCain asked if we could let them know the grant program is available.

- **WCCBI Task Force – Trestle to Trestle**

Mr. DeJoy gave an update on the task force. They are looking at a branding campaign and short catchy slogan. RDA members will be given an opportunity to vote on the slogan – 16 have been submitted. The Recreation Committee wants to activate the downtown with festivals and events.

Ms. McCain read the vision of the Trestle-to-Trestle Focus Group.

“Trestle-to-Trestle’s vision for Warren is to create a community of first-class arts, entertainment, dining, accommodating lodging, and abundant recreation; while we maintain our historic integrity and beautiful aesthetic of our Rivertown.”

- **Comprehensive Plan**

Mr. DeJoy reported RFPs were sent out to a number of consultants. Submissions are due by April 2. After that, the top proposals will be selected for an interview/presentation to members of the Planning Commission. A special meeting of the Planning Commission will be held on April 14 to recommend a consultant to present a new Comprehensive Plan and Zoning Ordinance update.

NEW BUSINESS

- **Property Auction**

Ms. Holtz stated that we received a quote from Raleigh & Todd Chesley for a live auction to sell properties. The City has done through sealed bids but has not had great success. Ms. Saunders asked if we set a minimum bid. Mr. Holtz replied that the auctioneer did not want to do that because you get a larger crowd without one. Mr. McQuillan would like to start with one property. Ms. Saunders likes the idea of offering all three properties at one event to get a bigger draw.

Mr. Holtz will contact the auctioneer who will start the process. The date will be set within 6-8 weeks from approval by the RDA.

Ms. Saunders made a motion to move forward with the plan to sell all 3 properties. Mr. McQuillan seconded the motion that passed by unanimous vote by those present.

PUBLIC COMMENT

NONE

OTHER BUSINESS

NONE

ADJOURNMENT

With there being no further business to come before the Authority, the meeting was adjourned by Vice-Chair Wendy McCain.

NEXT MEETING

The next meeting will be held on April 28, 2021 at 1:00 pm. The City building will be open to the public starting April 1, so the meeting will be held in-person in the second floor Council Chambers of the Municipal Building, 318 W. Third Avenue.

Minutes prepared by Ellen Nelson.