



CITY OF WARREN
REDEVELOPMENT AUTHORITY
REGULAR MEETING
April 26, 2023

The regular meeting of the Redevelopment Authority (RDA) was held on April 26, 2023, at 1:00 PM in the Council Chambers of the Municipal Building, 318 W. Third Avenue.

ROLL CALL

Vice-Chair Mike Boyd called the meeting to order at 1:00 PM. Additional members present included Doug Hearn, Mindy Saunders, and Philip Dellamedaglia. City Staff present included Randy Rossey – Director of Codes & Planning Official, Scott Taylor - Codes Enforcement Officer, Kassie Damcott – Department of Public Works Administrative Assistant, and Jessica Trumbull – Recording and Codes Department Secretary.

AGENDA APPROVAL

A request was made by Mr. Rossey to amend the agenda to include the property at 414 Laurel Avenue as part of the discussion with 11 & 13 Madison Avenue. Mr. Rossey also requested that an Executive session, to discuss property acquisition, to be held prior to the New Business on the current agenda. A motion to approve the amended agenda was made by Mr. Hearn and seconded by Mr. Dellamedaglia. All those present were in favor.

APPROVAL OF MINUTES

Mr. Dellamedaglia made a motion to approve the March 22, 2023, regular meeting minutes, followed by a second from Mr. Hearn. The motion carried unanimously.

VISITORS

No visitors were present.

CORRESPONDENCE

No correspondence currently.

TREASURER'S REPORT

Mr. Hearn reviewed the March 2023 bank statements and invoices:

Key Bank:

Beginning balance: \$379,752.52 Interest earned: \$129.34. One deposit of \$1,500.00 (DewBoi's loan payment). Second deposit of \$1,500.00 (DewBoi's loan payment). Total balance on March 31, 2023: \$382,881.86

Northwest Savings Bank:

Beginning balance: \$69,365.76 Interest earned: \$2.95. Total ending balance on March 31, 2023: \$69,368.71

Ms. Saunders made a motion to approve the treasurers' report; Mr. Dellamedaglia seconded the motion. The motion carried unanimously.

Invoices for approval:

There was (1) one invoice for approval this month. Invoice #11784 was for payment to City of Warren for (2) Stapleford & Byham bills. A motion to approve the payment of the invoice was made by Ms. Saunders and seconded by Mr. Dellamedaglia. The motion carried unanimously.

OLD BUSINESS

County Land Bank – Mr. Boyd gave an update from the County Land Bank meeting and stated that being that they are still in the beginning stages of this process; they are looking for ways to acquire the forms for donations as well as working on how to accept properties being donated back. He also reports that there are currently no properties owned by the County Land Bank, as of yet. The discussion also

included a suggestion by Mr. Rossey to choose an RDA member to be appointed to the County Land Bank and to allow Mr. Boyd to finish out this election year as the RDA representative to the County Land Bank. A motion was made by Ms. Saunders to appoint a member to the County Land Bank at the yearly election, as well as having Mr. Boyd continue as the RDA representative until the election for next year is held. This motion was seconded by Mr. Hearn. Motion carried unanimously.

11 & 13 Madison Avenue- Mr. Rossey explained that the county has owned these properties for a lengthy amount of time and have been taken before a judge. Per the judge's disposal instructions, a sale ensued, no bids were made on these properties. Properties were to be donated to a non-profit. 11 & 13 Madison have been donated to the EOC. No further action will be taken by the City RDA on these properties.

414 Laurel Street: Mr. Rossey explained that also per judge's disposal instructions, this property has been donated to the City RDA and he is asking for the approval of the RDA to accept this property. He states that this is a vacant lot, in which the city will research ways to dispose of the property and the Department of Public Works will take care of the maintenance until such time as the property is sold. A motion to accept 414 Laurel Street into the City RDA was made by Mr. Hearn, with a second by Ms. Saunders. All present were in favor.

Keystone Grants: Mrs. Damcott updated the Authority on how the Façade Grant benefits will work for business owners to receive the grant funds and how the city will be reimbursed through the funding. Mrs. Damcott states that the business owner will provide receipts to the City for eligible costs once the project is complete, whereas the RDA will remit payment to the business owner, and then the DCED will reimburse the City once documentation is submitted. The grant contract will need to be completed and closed out by June 2025. Mrs. Damcott also reports that the City has received a DCED Development Grant, with the intention that Mr. Tom Christenson's Brickhouse project be the intended project, in the amount of about \$183,000 will also come from the RDA account as a grant and will be reimbursed when all receipts are turned in and there is proof of completion. This grant contract must also be satisfied by June 2025.

NEW BUSINESS

May Tax Sale - Mr. Rossey asked for a vote to place a bid to acquire 325 Prospect Street at May's tax sale. A motion to place a bid to acquire 325 Prospect Street was made by Ms. Saunders and seconded by Mr. Dellamedaglia. All those in attendance were in favor.

ADJOURNMENT

With there being no further business to come before the Authority the meeting was adjourned at 1:40 PM, upon a motion by Mr. Hearn, and second from Mr. Dellamedaglia. The motion carried unanimously.

NEXT MEETING

The next meeting will be held on Wednesday, May 24, 2023, at 1:00 PM.

Minutes prepared by Jessica Trumbull.