



CITY OF WARREN  
REDEVELOPMENT AUTHORITY  
REGULAR MEETING  
APRIL 28, 2021

The regular meeting of the Redevelopment Authority (RDA) was held on April 28, 2021 at 1:00 pm in Council Chambers of the Municipal Building, 318 W. Third Avenue.

**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 and Ellen Nelson, Recording Secretary.

**MINUTES**

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

**VISITORS**

- Josh Cotton, reporter for Times Observer

**CORRESPONDENCE**

NONE

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

The checking account beginning balance on March 1 was \$37,550.12. Interest earned was \$1.59 leaving a balance on March 31, 2021 of \$37,551.71.

The Enterprise Development Fund earned \$5.39 in interest and \$5,000.00 was paid out for the Downtown Façade Grant program bringing the balance of the DCED portion to \$332,464.65; Revolving Loan \$301,048.31 for a total balance of \$633,512.96.

Two bills were received: Stapleford & Byham for legal fees \$428.80 and United States Liability Insurance Company for amendment to liability coverage \$101.00.

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

Discussion followed regarding the fund balance and the ability of the RDA to purchase tables and chairs for downtown. Existing tables and chairs were purchased for the Street Scape area through a Penn DOT grant. This may be outside the scope of the RDA. Mr. Holtz suggested that Ms. Freenock & Solicitor Stapleford be consulted and get back to the RDA. He will ask if the RDA can make these purchases with the funds they have.

Not all restaurants in the Street Scape area have a table in front of their establishment or they would like more. They have also asked about reserving the tables for their customers.

## **OLD BUSINESS**

- **602 Conewango avenue**  
Mr. DeJoy reported that permits were issued, and work is ongoing at this location.
- **111 Pioneer Street, 103 Sixth Avenue and 28 Hemlock Street**  
All three properties sold at public auction on April 18. 111 Pioneer Street for \$37,500, 103 Sixth Avenue for \$16,500, and 28 Hemlock Street for \$28,000.

Mr. Holtz estimated a net return of \$30-32,000 after liens and attorney fees are paid.

- **Downtown Façade Grant Program**  
Mr. DeJoy stated that the design committee met earlier today and approved a Façade Grant Letter of Intent for Warren Forest EOC at 225 Pennsylvania Avenue W. The scope of work is for masonry, steps, painting, signs, and lighting.

Mr. McQuillan made a motion to approve the Letter of Intent for 225 Pennsylvania Avenue W. Ms. Saunders seconded the motion, that passed by unanimous vote by those present.

There is interest in the Clark Street businesses in taking advantage of the Façade Grant program. Mr. DeJoy was contacted by the owner of Goat Fort Climbing. Ms. McCain asked if there is a way to promote the grant program so businesses know it is available.

- **WCCBI Task Force – Trestle to Trestle**  
Pipe VanOrd showed the website she is working on to the Task Force. The motto will be Explore Downtown Warren. The website will include pictures of all the restaurants in the Trestle-to-Trestle area. There will be a list of those that re located outside the area.
- **Comprehensive Plan**  
Mr. DeJoy reported that the Planning Commission interviewed four consulting firms and chose Mackin' Engineering to create a new Comprehensive Plan and Zoning Ordinance update. The agreement will be presented to City Council at the May meeting.

## **NEW BUSINESS**

- **Blighted Property Review Committee**  
The BPRC has been on hiatus since last March due to the COVID pandemic. They had their first meeting since last week and will be bringing more properties through the process and they will end up in front of the RDA

## **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 May 26, 2021 at 1:00 pm.

Minutes prepared by Ellen Nelson.