



CITY OF WARREN
REDEVELOPMENT AUTHORITY
REGULAR MEETING
November 20, 2024

The regular meeting of the Redevelopment Authority (RDA) was held on November 20, 2024, at 1:00 pm in the Administrative Conference Room of the Municipal Building, 318 W. Third Avenue.

ROLL CALL

Chair Gary Sawtelle called the meeting to order at 1:03 PM. Additional members present included Vice Chair Michael Boyd, Secretary/Treasurer Doug Hearn, members Philip Dellamedaglia and Will Champlin. The City Staff present included Mike Holtz-City Manager, Kassie Damcott-DPW Administrative Assistant, Randy Rossey-Director of Codes & Planning, Jessica Trumbull-Codes and Recording Secretary. Scott Taylor-Zoning/Ordinance Enforcement Officer was excused.

VISITORS

Elizabeth Raible-citizen

AGENDA APPROVAL

A motion to approve the agenda was made by Mr. Boyd and seconded by Mr. Champlin. Motion carried unanimously.

AMEND AGENDA & STATEMENT OF PURPOSE FOR AMENDMENT

Stands as presented.

APPROVAL OF MINUTES

Mr. Boyd made a motion to approve October 23rd, 2024, regular meeting minutes, and was followed with a second from Mr. Dellamedaglia. The motion carried unanimously.

CORRESPONDENCE

None at the present time

TREASURERS REPORT

Mr. Hearn reviewed the October 2024 bank statements:

KeyBank:

Beginning balance: \$75,851.32. 2 DewBoi payments were received for a total of \$2,493.00.
Interest earned: \$30.25. The debit of \$52,511.37 for mistaken city account deposit was removed.
Total balance on October 31st, 2024: \$25,863.20.

Northwest Savings Bank:

Beginning balance: \$53,489.38. Check #1235 for \$36.25 for legal fees. Interest earned: \$2.26.
Ending balance on October 31st, 2024: \$53,455.39.

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

Invoices for approval:

Invoice #12098 to City of Warren; reimbursement for payment to Travelers Insurance in the amount of \$2,060.00. And USLI for \$1,230.00. A motion to reimburse the City of Warren was made by Mr. Champlin with a second by Mr. Dellamedaglia. The motion passed unanimously.

OLD BUSINESS

9 Nesmith- Mr. Rossey reported that Mr. Benedetti was invited to the meeting today and although he did not appear, he has been in contact with the Codes Department and picked up the permits necessary to continue the structural work on this property. Mr. Rossey agreed to invite Mr. Benedetti to the December meeting or if he is unable to make it to the meeting that he sends in writing, any updates as well as a timeline for the December meeting.

Grants- Mrs. Damcott stated that she has submitted the applications to DCED for the Main Street Matters program which includes the façade grants and the Business Microgrants. The façade grants have been increased to \$10,000, which means they would have to spend \$20,000 to receive \$10,000. The façade grant is for eligible C1 and C2 property owners for façade improvements such as painting, windows, doors, brickwork etc. The eligible business microgrants would have to spend \$10,000 to get \$5,000 and these funds can be used for any business-related materials, improvements, marketing, and so forth. Mrs. Damcott has found many businesses interested in these grants in the C1 and C2 districts. She also stated that she has drawn up the necessary documents for these grants. Mrs. Damcott reported that one of the chosen participants for the façade grants was unable to complete the projects that they applied for, so she reached out to other businesses that were next in line to receive these grants, she has brought in The Elks Club and the American Legion to finish out the current grant funding. Both businesses will start and/or complete their projects by the Spring of 2025.

10 Nesmith- Mr. Rossey stated that the daughter to the owner of this property was to appear today but did not show. There is a potential buyer for this property and closing was to take place but has not yet. Mr. Rossey was told the next date for closing will be Monday November 25th, 2024. Mr. Rossey will reach out to the daughter of the owner once again in order to get an update by the January meeting.

NEW BUSINESS

Hera Vacancy Register- Mr. Rossey explained the purpose behind the vacancy register is to alleviate blight as well as to hold property owners accountable for their vacant property in the city. He also stated that by appointing Hera they will reach out to property owners and register these types of properties, and the Codes Department will have someone to hold accountable for any violations that these properties present such as property maintenance, blight, non-working utilities, vandalism, and squatters. Mr. Rossey reported that because many properties are under LLC or they are owned by out-of-town owners across the country, it is difficult to hold anyone responsible and this type of registry will help to combat that issue for nearly 100 vacant properties in the city. To further explore this option a sub-committee is being formed to research this plan, with at least 2 members from the RDA to join. A motion to approve Mike Boyd and Phil Dellamedaglia as the members for the sub-committee was made by Mr. Hearn with a second by Mr. Champlin. All members in attendance were in favor.

EXECUTIVE SESSION: for the purpose of Real Estate.

NEXT MEETING

The next meeting will be held on Wednesday, December 18th, 2024, at 1:00 PM.

ADJOURNMENT

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

Minutes prepared by Jessica Trumbull.