

**ALTOONA REDEVELOPMENT AUTHORITY AND ALTOONA LAND BANK**  
**Minutes of Friday, June 19, 2020**

The Redevelopment Authority of the City of Altoona and the Altoona Land Bank Board held their regular monthly meeting on Friday June 19, 2020 in the Fourth Floor Conference Room in City Hall.

**Board Members Present:** Ron Beatty, Matt Pacifico, Louisa Lobre-Riley, Jessica Sprouse

**Staff Present:** Lee Slusser, Nick Ardizzone, Attorney Elizabeth Benjamin

**Guests Present:** Winnie Branton – Land Bank

**1. Call To Order**

The meeting was called to order by Vice Chair, Louisa Lobre-Riley, at 8:31 a.m. Louisa introduced new board member Jessica Sprouse. Jessica is the Marketing Director of Gwin, Dobson and Foreman Engineers. Louisa welcomed her to the board.

**2. Approval of the Minutes**

The Minutes of the Friday, February 21, 2020 meeting were reviewed. A motion was made to approve the minutes as read by Ron Beatty and seconded by Jessica Sprouse, which passed unanimously.

**3. Approval of Financial Reports**

Lee Slusser presented February, March, April and May 2020 Financial Reports. A discussion ensued regarding In Town Housing Loans. A motion was made to authorize and implement a grace period equivalent to ABCD Corp. decisions on loans within the applicable programs effective and retroactive to March 20, 2020, by Mayor Matt Pacifico and seconded by Ron Beatty, which passed unanimously. Jessica Sprouse asked about the equipment that was left in the space when Zoe's Café left the Transportation Center. After a brief discussion it was decided that Attorney Benjamin will do some investigating into the original lease to see what language may be there that can establish if the Redevelopment Authority can take possession of the equipment. Once a document trail is established then the Authority can decide what it wants to do with the equipment. Louisa then asked for a motion to approve the financial statements as presented. Jessica Sprouse moved to approve the Financial Statements. Motion was seconded by Ron Beatty, which passed unanimously.

**4. Public Comment**

None at this time.

**5. Solicitor's Report**

No regular business to report.

**6. Other Business**

**a. Transportation Center New Upgrade Key/Locking System**

Nick Ardizzone reported that he met with 3 locksmith companies on March 11, 2020 regarding replacement of the lock system at the Transportation Center. We received one bid in return from Frederick Lock and Key. At this point Lee Slusser suggested that the issue be tabled at this time. The Transportation Center is going to be discussed at the Altoona City Council level and Mr. Slusser doesn't feel that the Redevelopment Authority should make any decisions at the present time.

**b. MARC-Service, Inc.** – Mr. Slusser presented the preventative maintenance contract to the board. This is a standard annual contract for general maintenance of the HVAC system at a cost of \$1,200. per year. A motion was made by Mayor Matt Pacifico to approve the contract. The motion was seconded by Jessica Sprouse. Motion passed unanimously.

**c. National Elevator Inspection Services, Inc.** – Mr. Slusser presented the annual elevator inspection contract. This is one of two contracts that are up for renewal. This contract is for routine inspection, a 3-year pressure test, and a 5-year full load test. There are 3 elevators in the center that are owned by the Redevelopment Authority. There is an elevator on either side of the bridge that goes across the 10<sup>th</sup> Avenue Expressway and the third is a small lift that goes from the main floor up to the bridge elevator. A 4<sup>th</sup> Elevator is owned by the Parking Authority and is not included in these contracts. A motion was made by Ron Beatty to approve this contract. Jessica Sprouse seconded the motion. Motion passed unanimously. The second elevator contract will be brought back to the board at a later date, as Attorney Benjamin is working on some changes to the verbiage on several of the items of the contract.

**d. Floor Scrubber for Transportation Center update** - Mr. Slusser reported that a new floor scrubber has been purchased and delivered to the center. On Monday we will be receiving training on how to use the new Mopping Zamboni Machine. Our cleaning people know how to use the machine. The training is mostly for staff, so that staff can make sure that the routine maintenance is being done correctly.

**e. Vacant Land Management Program – Disposition**

Mr. Ardizzone reported. This is a 25' X 120' lot acquired in 1980. The applicants Nicole and Brian Wicker, of 1511 N. 4<sup>th</sup> Avenue, desire to acquire this property for "Limited Residential, Open Space and Side Yard Beautification" use or otherwise permitted by zoning. A motion was made by Mayor Matt Pacifico to approve the sale of the property. Ron Beatty seconded the motion. Motion passed unanimously.

**f. Land Bank Grant Opportunity**

Winnie Branton presented the new grant program that the ECED announced in early June a grant for \$12 Million to be used for Blight Mediation and Hazard Mitigation. The deadline for the application is July 31, 2020. The application is open to municipalities, Land Banks, Redevelopment Authorities and Economic Development organizations. There are two pieces to this grant but you can only apply for one. The first is Blight Planning of up to \$25 Thousand which Altoona wouldn't need. The second is Blight Mitigation for those areas that have a Blight Plan. This puts Altoona in the position to apply for a grant of up to \$3 Hundred Thousand of funding for Demolitions, Rehabilitations, Acquiring or Reconstructions. There is a 10% cap match. You can ask for a waiver of the match. You can also use other funds, federal, state, local, county or private. If you have CDBG funds that are used for Demolitions you can pull from these dollars to meet the match. There are no affordable housing requirements, Grant has very few strings attached. Winnie seems to think that this grant is going to have a lot of competition but because Altoona has an established Blight Plan, Land Bank, Redevelopment Authority already in place that we stand a very good chance of securing a grant. Winnie went on to explain some the highlights of the program. A question and answer period ensued. This program is awarded through Commonwealth Finance Authority, so you need to be sure that elected officials can advocate on the city's behalf. Winnie is going to send a written proposal for the board to examine. Lee is going to talk with Pat Miller and try to come up with a list of projects, with addresses and estimated costs. Winnie also told the board that a resolution from the entity applying for the grant and there is no harm in having a letter of support or resolution from other entities supporting this application. Winnie also encouraged the committee to submit an application from the Redevelopment Authority on behalf of the Land Bank stating that she feels that they will stand a better chance of securing a grant for Land Banking. Lee will be working with Winnie on this and he will bring the information back to the July RA meeting.

**g. Joint Meeting with Altoona City Council** – Mr. Slusser gave a brief overview of what the joint meeting with the Altoona City Council and the Redevelopment Authority would consist of. The new city manager, Mr. Ken Decker wants to take a look at the Transportation Center in terms of its long-term sustainability. The building needs about \$600,000., worth of repairs that need to be done. Mr. Decker and Council want to have a discussion as to what should be done and how to financially fund the building in the future.

**7. Adjournment**

There being no other business, a motion was made to adjourn the meeting at 9:40 a.m. by Ron Beatty. Motion was seconded by Jessica Sprouse. Motion passed.

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Approved by