



Friday, December 19, 2025 @ 9:00 AM  
Altoona City Hall – 1301 12<sup>th</sup> Street, 4<sup>th</sup> Floor Common Room

## **AGENDA**

### **REDEVELOPMENT AUTHORITY OF ALTOONA (RA)**

#### **I. CALL TO ORDER**

#### **II. PUBLIC COMMENT**

#### **III. REGULAR BUSINESS**

1. Administration
  - a. Approval of RA Minutes – Meeting of November 21, 2025
  - b. Approval of RA Financial Reports – November 30, 2025
2. Discussion
  - a. 2026 Redevelopment Authority of Altoona Budget
  - b. Fanelli Legal – Rate increase for legal services
3. Action Items
  - a. Motion to approve the **2026 Redevelopment Authority of Altoona budget**.
  - b. Motion to approve **Fanelli Legal Services rate increases** effective January 1, 2026.
  - c. Motion adopting a resolution to acquire property and authorizing the solicitor to file the declaration of taking for **1819 5<sup>th</sup> Avenue, Altoona PA 16602** (Parcel #01.06-12..-009.00-000) and take all actions necessary to effectuate the same.
4. Management Report
5. Adjournment

**REDEVELOPMENT AUTHORITY OF ALTOONA  
MINUTES  
November 21, 2025**

The Redevelopment Authority (RA) of Altoona held its regularly scheduled meeting on Friday, November 21, 2025 at 9:00 AM in the 4<sup>th</sup> floor Common Room of Altoona City Hall.

**Members Present:** Richard f. Fiore, Jr. Chair, Allen Thompson, Vice Chair, Councilman Ron Beatty, Mayor Matthew Pacifico, Jessica Sprouse.

**Staff Present:** Solicitor Patrick Fanelli; Eric Luchansky, Director, Community Development Department; Chris McGuire, Altoona City Manager; Sabrina Appel-McMillen, Planning and Development Manager, Community Development; Josh Kaufman, Codes Supervisor/Blight Manager Codes and Inspections; Bette Fischer, Clerical Associate III, Community Development.

**Guests Present:** Don Rossman, ARROW Solutions, LLC; Bill Kibler, Altoona Mirror Dave Butterbaugh, Councilman Altoona City.

**I. REDEVELOPMENT AUTHORITY OF ALTOONA MEETING – CALL TO ORDER**

The meeting was called to order by Chair Richard Fiore at 9:00 AM.

**II. PUBIC COMMENT**

None

**III. REGULAR BUSINESS**

**1. Administration**

- a. **Approval of Minutes:** Mr. Fiore asked the board if everyone received and reviewed the minutes that were distributed in the board packet. **Motion was made by Mayor Pacifico to approve the minutes of the October 17, 2025 Redevelopment Authority of Altoona meeting. Motion was seconded by Mr. Thompson. Motion passed unanimously.**
- b. **Approval of Financial Report:** Mr. Luchansky reviewed the financial report. **Motion was made by Councilman Beatty to accept the financial report for October 31, 2025, as presented. Mr. Thompson seconded the motion. Motion passed unanimously.**

**2. Discussion**

Mr. Luchansky presented a draft of the proposed Redevelopment Authority budget for 2026. **Motion was made by Mr. Thompson to accept the proposed draft budget as presented. Councilman Beatty seconded the motion. Motion passed unanimously.**

**3. Action Items**

None

**4. Management Report**

None

**5. Other Redevelopment Authority Business –**

None

**6. Adjournment**

**There being no other business. Motion was made by Mayor Pacifico to adjourn the meeting at 9:06 A.M. The motion was seconded by Mr. Thompson. Motion passed unanimously.**

---

Approved by Ronald L. Beatty, Secretary/Treasurer

**Redevelopment Authority Revenue & Expenditures**

For the period starting November 1, 2025 and ending November 30, 2025

	Balance 11/1/2025	Revenues November-25	Disbursements November-25	Balance 11/30/2025
--	----------------------	-------------------------	------------------------------	-----------------------

**CASH ACCOUNTS**

Contingency (U)	3.69%	\$13,900.21	\$32.03	\$2.96	\$13,929.28
In-Town Housing (R)	3.70%	\$250,451.33	\$946.95	\$0.00	\$251,398.28
RA City Contingency	3.73%	\$57,627.23	\$140.64	\$166.75	\$57,601.12
<b>CASH TOTAL</b>		<b>\$321,978.77</b>	<b>\$1,119.62</b>	<b>\$169.71</b>	<b>\$322,928.68</b>

Treasurer Signature: \_\_\_\_\_

REDEVELOPMENT AUTHORITY OF ALTOONA  
Disbursements November 2025

<u>Date</u>	<u>Check No.</u>	<u>Invoice #</u>	<u>Payee</u>	<u>Amount</u>	<u>For</u>
-------------	------------------	------------------	--------------	---------------	------------

CONTINGENCY FUND

11/19/2025	1014	25-0006049	City of Altoona	\$ 1.48	September 2025 Postage
11/19/2025	1014	25-0006066	City of Altoona	\$ 1.48	October 2025 Postage

\$ 2.96

INTOWN HOUSING

No Activity

\$ -

RA CITY CONTINGENCY

11/19/2025	1019	10576	Fanelli Legal	\$ 166.75	Solicitorsip October 2025
------------	------	-------	---------------	-----------	---------------------------

\$ 166.75

TOTAL \$ 169.71

Treasurer Signature: \_\_\_\_\_

2025 REDEVELOPMENT AUTHORITY OF ALTOONA BUDGET

As of November 30, 2025

CASH ACCOUNTS

	2025 BUDGET	BALANCE
Contingency Fund (U)	\$8,701.00	\$8,657.14
Intown Housing Program (R)	\$203,038.91	\$203,038.91
City Contingency Funds	\$15,137.80	\$11,742.27
City Grant 2025	\$50,000.00	\$50,000.00
Total Budget:	\$276,877.71	\$273,438.32

Monthly Expenditures													YTD	YTD Income
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
\$ -	\$ -	\$ -	\$ -	\$ 0.69	\$ 32.96	\$ 2.07	\$ -	\$ 5.18	\$ -	\$ 2.96	\$ -	\$ 43.86	\$ 43.86	\$466.84
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$49,428.79
\$130.50	\$478.50	\$536.50	\$192.03	\$188.50	\$ 426.75	\$261.00	\$188.50	\$ 261.00	\$565.50	\$166.75	\$ -	\$3,395.53	\$3,395.53	\$1,432.82
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$50,000.00
\$130.50	\$478.50	\$536.50	\$192.03	\$189.19	\$ 459.71	\$263.07	\$188.50	\$ 266.18	\$565.50	\$169.71	\$ -	\$3,439.39	\$3,439.39	\$101,328.45

EXPENSES

	2025 BUDGET	BALANCE
Legal - Real Estate/Project	\$4,137.80	\$3,747.30
Legal - Board Meetings, Policy	\$7,000.00	\$3,994.97
Audit - RA	\$4,000.00	\$4,000.00
Intown Housing Program (R) Loans	\$203,038.91	\$203,038.91
Office Expense	\$1,000.00	\$989.10
Misc. Expense	\$7,701.00	\$7,668.04
Staffing Cost	\$50,000.00	\$50,000.00
Total Expenses:	\$272,739.91	\$273,438.32

Monthly Expenditures													YTD	
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
\$ -	\$ 87.00	\$ -	\$ -	\$ -	\$ 231.00	\$ -	\$ -	\$ -	\$ 72.50	\$ -	\$ -	\$ 390.50	\$ 390.50	
\$130.50	\$391.50	\$536.50	\$192.03	\$188.50	\$ 195.75	\$261.00	\$188.50	\$ 261.00	\$493.00	\$166.75	\$ -	\$3,005.03	\$3,005.03	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	\$ 0.69	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 2.07	\$ -	\$ 5.18	\$ -	\$ 2.96	\$ -	\$ 10.90	\$ 10.90	
\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32.96	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 32.96	\$ 32.96	
\$130.50	\$478.50	\$536.50	\$192.03	\$189.19	\$ 459.71	\$263.07	\$188.50	\$ 266.18	\$565.50	\$169.71	\$ -	\$3,439.39	\$3,439.39	

**InTown Housing Loans**

Green Avenue Properties - Randy Green		
	3.99%	
Original Loan:	Pmt: \$369.59	March-16
	\$50,000.00	
Current Balance:	\$21,593.26	November 30, 2025
Status:	Current	

# 2026 REDEVELOPMENT AUTHORITY OF ALTOONA BUDGET

11/1/2025

CASH ACCOUNTS	2025 Projected	2025 Actual	YTD	2025 Projected Year End	YTD	2025 Projected Year End	2025 Projected Year End Bank Balance	2026 Projected	Notes
Beginning Bank Balance		\$13,506.30					\$13,978.99	\$13,978.99	
Contingency Fund (U)	\$13,599.59		\$40.90	\$49.08	\$434.81	\$521.77	\$250,041.47	\$250,041.47	
Inflow Housing Program (R)	\$200,317.61	\$199,891.12	\$0.00	\$0.00	\$48,861.43	\$50,350.35	\$14,263.27	\$35,663.27	Transfer in of 50% remaining Staffing Cost (from 2025 (\$21,400.00)
City Contingency Funds	\$14,627.19	\$16,587.19	\$3,228.76	\$3,874.54	\$1,282.18	\$1,550.62	\$0.00	\$0.00	RA Staff (Transferred \$7,200.00 to LB City Contingency)
City Grant	\$50,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	Transferred remaining funds (\$42,800.00) to RA & LB City Contingency
Total Budget:	\$278,544.39	\$229,794.61	\$3,269.68	\$3,923.62	\$50,576.42	\$52,422.74	\$278,283.73	\$289,683.73	

EXPENSES	2025 Budget	YTD	2025 Projected Year End Expenditures	Projected Year End Budget (+/-)	2025 Budget	Source	For use towards a commercial project (ex: McCoy's building)
Legal - Real Estate Project	\$4,197.80	\$390.50	\$468.60	\$3,669.20	\$26,663.27	City Contingency	2026 Solicitorship
Legal - Board Meetings, Policy	\$7,000.00	\$2,838.28	\$3,405.94	\$3,594.06	\$9,000.00	City Contingency	Estimate from Auditor (Total RMLB: \$7,250.00)
Audit - RA	\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$3,625.00	City Contingency	Available to lean for the program
Inflow Housing Program (R) Loans	\$203,038.91	\$0.00	\$0.00	\$203,038.91	\$250,041.47	Inflow	
Office Housing Program (R) Loans	\$1,000.00	\$7.94	\$9.53	\$990.47	\$1,000.00	Contingency	
Office Expense	\$7,701.00	\$32.96	\$39.55	\$7,661.45	\$9,353.99	Contingency	
Misc. Expense	\$50,000.00	\$0.00		\$42,800.00	\$0.00	City Grant	
Staffing Cost	\$272,735.91	\$3,269.68	\$3,455.02	\$299,683.73			RA Staff Member
Total Expenses:							



December 16, 2025

***Via email only: [eluchans@altoonapa.gov](mailto:eluchans@altoonapa.gov)***

Eric Luchansky, Community Development Director  
Redevelopment Authority of Altoona

In re: Legal Services – 2026

Dear Eric and RA Board:

I have enjoyed working with all of you for these past several years. I always have appreciated the opportunity to be of service, and I look forward to continuing that relationship.

Unfortunately, it is necessary to increase rates for the coming year for all of my school and municipal clients. As you know, I bill based on a two-tiered rate structure, with one rate for general solicitor services, and another rate for “specialized” services such as litigation, labor relations, etc. I have not changed the specialized rate in approximately eight years, and the general rate has experienced only one modest increase in that eight-year period. Given how other costs of doing business have increased over that period of time, I do need to change rates for the coming year. The new rate is \$160 per hour for regular solicitorship work and \$180 per hour for the specialized matters. These rates will be effective January 1, 2026.

I would be more than happy to speak with you or the Board about these rates or my services if there are any questions or anything you want to discuss in more detail. In the meantime, I trust this provides you with an update, and I thank you for the opportunity to be of continued service.

Sincerely,



Patrick J. Fanelli



## RESOLUTION

RESOLUTION APPROPRIATING REAL PROPERTY INTERESTS LOCATED IN THE CITY OF ALTOONA, BLAIR COUNTY, PENNSYLVANIA, FOR TAKING BY EMINENT DOMAIN, AND AUTHORIZING THE REDEVELOPMENT AUTHORITY OF ALTOONA TO INSTITUTE PROCEEDINGS FOR THE ACQUISITION THEREOF.

WHEREAS, the Redevelopment Authority of Altoona (“Authority”) is a municipal redevelopment authority organized and existing pursuant to the Pennsylvania Urban Redevelopment Law (the “Law”); and

WHEREAS, the Authority has received communication from the Blighted Property Review Committee of the City of Altoona that certain property located at 1819 Fifth Avenue, Altoona (the “Property”), has been certified as blighted; and

WHEREAS, the Authority also has received communication from the City of Altoona Planning Commission confirming that the Property is blighted and that the Authority’s acquisition and reuse of the property for residential or related purposes would be consistent with the City of Altoona’s comprehensive plan; and

WHEREAS, the Authority has determined that it is able to and desires to acquire the Property for purposes of redevelopment in a manner consistent with the Law; and

WHEREAS, the Authority has made efforts to contact the owner of the Property and has been unable to establish contact, but remains interested in discussing a cooperative transfer of title to the Authority if a voluntary transfer of title is capable of being accomplished; and

WHEREAS, accordingly, it is the sense of the Authority that it should move forward to authorize the taking of the Property by eminent domain, while still expressing a preference to negotiate a voluntary transfer of the Property;

NOW, THEREFORE, BE IT RESOLVED that the Authority hereby authorizes the taking by eminent domain of fee simple title to the Property, in order to remedy the current blighted condition on the Property, to redevelop the Property, and for any related purpose permitted by law; and

BE IT FURTHER RESOLVED that the staff, solicitor, and other proper officials are directed to begin carrying out the eminent domain action authorized by this Resolution, on the terms and conditions described herein; and

BE IT FURTHER RESOLVED, without limiting the foregoing general authorization, that the proper officers of the Authority are herewith authorized to cause to be prepared and filed in the Court of Common Pleas of Blair County, Pennsylvania, the appropriate Declaration of Taking for said premises and to execute and file such Bond or other security as may be necessary in connection with said condemnation proceedings and to prosecute said proceeding to conclusion; and

BE IT FURTHER RESOLVED that the damages which may be awarded to any condemnee or other interested party, or those damages that may be agreed to between the Authority and condemnee or interested party shall be paid from funds of the Authority; and

BE IT FURTHER RESOLVED that the Chair or Vice Chair of the Authority's governing body be and are hereby authorized to execute on behalf of said

Authority the necessary Declaration of Taking, Bond and other documents to be executed in connection with the carrying out of the purposes of this Resolution; and

BE IT FURTHER RESOLVED that staff, officers, agents, and counsel are directed to work with property owners, to the extent possible, to accept voluntary transfers of the necessary property rights should such a transfer be capable of being achieved.

Redevelopment Authority of Altoona

By: \_\_\_\_\_

Attest:

\_\_\_\_\_  
Secretary

Dated: December 19, 2025

---

## AGENDA

### REDEVELOPMENT AUTHORITY OF ALTOONA LAND BANK (LB)

#### I. CALL TO ORDER

#### II. PUBLIC COMMENT

#### III. REGULAR BUSINESS

##### 1. Administration

- a. Approval of LB Minutes – Meeting of November 21, 2025
- b. Approval of LB Financial Reports – November 30, 2025

##### 2. Discussion

- a. 2026 Redevelopment Authority of Altoona Land Bank Budget
- b. ARROW Report

##### 3. Action Items

- a. Motion to approve the **2026 Redevelopment Authority of Altoona Land Bank budget.**
  - b. Motion to enter into a Property Agreement with Lawrence J. McAleer and Linda R. McAleer of 560 Overlook Drive, Hollidaysburg, PA 16648 for the acquisition of the parcel located at **1008 Chestnut Ave, Altoona, PA 16601** (Parcel # 01.01-05..-075.00-000) in consideration of **One Hundred Thousand (\$100,000.00) Dollars** and further authorizing the Chairman to execute and take any/all actions necessary to effectuate same.
  - c. Motion to enter into a Property Agreement with James A. McDermitt of 531 East Bell Avenue, Altoona, PA 16602, with his son Scott McDermitt acting on his behalf in his capacity as power of attorney, for the acquisition of the parcel located at **1928 Pine Avenue, Altoona, PA 16601** (Parcel # 01.09-08..-054.00-000) in consideration of **Fifteen Thousand (\$15,000.00) Dollars** and further authorizing the Chairman to execute and take any/all actions necessary to effectuate same.
  - d. Motion to approve the conveyance by quit claim deed of the property located **213 4<sup>th</sup> Street, Altoona, PA 16602** (Parcel #01.08-04..-170.00-000) to **RSG Property Management LLC** of 1011 Lasalle Lane, Altoona, PA 16602 for the amount of **Two Hundred Dollars Fifty (\$250.00) Dollars** for the purpose of side lot beautification and further authorizing the Chairman to execute the deed and the Secretary to attest to same.
  - e. Motion to approve a proposal by **The EADS Group** for engineering services related to redevelopment of the former Garfield School site, and the Cricket Knoll II and 6<sup>th</sup> Avenue housing development projects.
-

---

4. Management Report

5. Board Discussion Items and Announcements

6. Other Land Bank Business

**IV. ADJOURNMENT**

**V. EXECUTIVE SESSION**

**REDEVELOPMENT AUTHORITY OF ALTOONA LAND BANK  
MINUTES  
November 21, 2025**

**IV. CALL TO ORDER**

The meeting of the Redevelopment Authority of Altoona Land Bank was called to order by Chairman Mr. Fiore at 9:07 A.M.

**V. PUBLIC COMMENT**

None.

**VI. ALTOONA CITY LAND BANK BUSINESS**

**1. Administration**

- a. **Approval of Minutes** Mr. Fiore asked if there were any comments on the minutes. **Motion was made by Mayor Pacifico to approve the minutes of the October 17, 2025 Redevelopment Authority of Altoona Land Bank meeting. Mr. Thompson seconded the motion. Motion passed unanimously.**
- b. **Approval of Financial Report.** Mr. Luchansky presented the financial report. **Motion was made by Mr. Thompson to approve the Financial Report for the Redevelopment Authority of Altoona Land Bank through October 31, 2025. Motion was seconded by Mayor Pacifico. Motion passed unanimously.**

**2. Discussion**

Mr. Luchansky presented the proposed draft budget for 2026. **The budget will be presented for final approval at the December 2025 meeting.**

**3. Action Items**

None

**4. Management Report**

- a. 323 Wopsononock Avenue – Mr. Luchansky was out to visit the site last week and found that the project is almost complete. They developer is waiting for the new siding to arrive.
- b. 1307 18<sup>th</sup> Avenue – Progress is being made, but is not as fast as some of the other project.
- c. 1329 21<sup>st</sup> Avenue – Mr. Crossman has completed the project. Mr. Fiore asked for a motion to sign and release the deed to Mr. Crossman. **Motion was made by Mayor Pacifico the sign and release the**

**deed to Mr. Crossman so that he can proceed with selling the property. Mr. Thompson seconded the motion. Motion passed unanimously.**

- d. Cricket Knoll – Mr. Luchansky reported that the sale of Cricket Knoll has been finalized.

## **5. Board Discussion Items and Announcements**

- a. Mr. Luchansky reported that staff met with EADS to get a master infrastructure plan for the Garfield Site, Cricket Knoll and the 100 and 200 Blocks of 6<sup>th</sup> Avenue. EADS will be putting together a proposal.
- b. The PHFA grant was submitted on October 30<sup>th</sup> for \$1,000,000. The city has committed \$130,000 to the project The funds are allocated to hoe demolition, site grading, engineering services, sidewalk construction and driveway construction. Mr. Luchansky added that the Housing Alliance of PA is holding it annual conference December 3 – 5, 2025 the PHFA will be in attendance, so he will be able to reach out to them, as he will also be attending.

## **6. Other Land Bank Business**

None

## **7. Next Meeting**

The next meeting is scheduled for December 19<sup>th</sup> 2025. Discussion on should the meeting be held as scheduled. Everyone was in favor of keeping the meeting on its regularly scheduled date.

## **VII. ADJOURNMENT**

**Motion was made by Mr. Thompson to adjourn the meeting. Motion was seconded by Ms. Sprouse. Motion passed unanimously. Meeting adjourned at 9:30 A.M.**

---

Approved by Ronald L. Beatty, Secretary/Treasurer



**Land Bank Revenue & Expenditures**

For the period starting November 1, 2025 and ending November 30, 2025

CASH ACCOUNTS	Annual Interest Rate	Balance	Revenues	Disbursements	Current Bank Balance	Committed Funds	Adjusted Bank Balance	Bank Interest Earned	Bank ARRA Money to Spend
		11/1/2025	November-25	November-25	11/30/2025	11/30/2025	11/30/2025		
Old Land Bank Funds	3.73%	\$92,894.60	\$226.79	\$2,943.44	\$90,177.95	\$0.00	\$90,177.95		
ARRA	3.73%	\$852,028.31	\$2,080.92	\$0.00	\$854,109.23	\$66,100.00	\$788,009.23	\$76,841.36	\$711,167.87
Vacant Property (U)	3.73%	\$37,684.65	\$591.11	\$1,363.52	\$36,912.24	\$0.00	\$36,912.24		
Blighted Property (R)	3.70%	\$7,079.01	\$16.31	\$0.00	\$7,095.32	\$0.00	\$7,095.32		
Land Bank City Contingency (U)	3.73%	\$2,462.54	\$5.00	\$1,674.75	\$792.79	\$0.00	\$792.79		
<b>CASH TOTAL</b>		<b>\$989,686.57</b>	<b>\$2,915.13</b>	<b>\$4,306.96</b>	<b>\$988,294.74</b>	<b>\$66,100.00</b>	<b>\$922,987.53</b>		

Treasurer Signature: \_\_\_\_\_

**ALTOONA LAND BANK**  
Disbursements November 2025

<u>Date</u>	<u>Check No.</u>	<u>Invoice #</u>	<u>Payee</u>	<u>Amount</u>	<u>For</u>
<b>OLD LAND BANK</b>					
11/19/2025	1041		Arrow Land Solution	\$ 2,798.44	October 2025 Contract
11/19/2025	10574		Fanelli Legal	\$ 145.00	Cricket Knoll Acquisition
				<u>\$ 2,943.44</u>	
<b>ARPA</b>					
No Activity				<u>\$ -</u>	
<b>VACANT PROPERTY</b>					
11/19/2025	1099	1188	Becker's Lawn Care	\$ 715.00	October 2025 Mowing
11/19/2025	1093		Recorder of Deeds	\$ 112.32	1700 N 10th Ave. Transfer Tax
11/19/2025	1094		Recorder of Deeds	\$ 86.75	1700 N 10th Ave. Deed Recording
11/19/2025	1095		Recorder of Deeds	\$ 362.70	619 4th Ave. Transfer Tax
11/19/2025	1096		Recorder of Deeds	\$ 86.75	619 4th Ave. Deed Recording
				<u>\$ 1,363.52</u>	
<b>BLIGHTED PROPERTY</b>					
No Activity				<u>\$ -</u>	
<b>LAND BANK CITY CONTINGENCY</b>					
11/19/2025	1019	10576	Fanelli Legal	\$ 166.75	Solicitorship - October 2025
11/19/2025	1019	10576	Fanelli Legal	\$ 458.00	1700 N 10th Ave Deed Prep
11/19/2025	1019	10575	Fanelli Legal	\$ 1,050.00	Little Orchard Park Lawsuit
				<u>\$ 1,674.75</u>	
<b>TOTAL</b>				<u>\$ 5,981.71</u>	

**Treasurer Signature:** \_\_\_\_\_

2025 ALTOONA LAND BANK BUDGET

As of November 30, 2025

CASH ACCOUNTS

	2025 BUDGET	BALANCE
Land Bank - OLD RA Funds	\$142,588.35	\$88,492.33
ARPA Funds	\$859,852.26	\$799,616.06
Vacant Property (U)	\$18,392.89	-\$7,446.66
Blighted Property Program (R)	\$6,591.96	\$6,591.96
City Contingency Funds	\$15,117.40	-\$6,418.26
Total Budget:	\$1,142,542.86	\$890,835.43

Monthly Expenditures													YTD	YTD Income
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD		
\$1,757.75	\$1,972.29	\$2,594.53	\$3,331.13	\$3,578.80	\$5,822.22	\$25,030.18	\$3,053.57	\$1,558.68	\$2,453.43	\$2,943.44		\$54,096.02	\$4,017.68	
\$-	\$-	\$6,000.00	\$-	\$-	\$-	\$-	\$-	\$-	\$154,236.20	\$-		\$160,236.20	\$31,973.97	
\$-	\$1,087.75	\$-	\$-	\$636.00	\$17,677.12	\$2,166.95	\$1,248.55	\$944.66	\$715.00	\$1,363.52		\$25,839.55	\$32,717.45	
\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-		\$-	\$237.30	
\$377.00	\$1,072.50	\$2,279.00	\$984.75	\$1,346.50	\$1,587.75	\$4,302.91	\$2,621.50	\$2,752.00	\$2,037.00	\$1,674.75		\$21,535.66	\$7,461.23	
\$2,134.75	\$4,132.54	\$11,373.53	\$4,315.88	\$5,561.30	\$25,087.09	\$31,500.04	\$6,923.62	\$5,255.34	\$159,441.63	\$5,981.71	\$-	\$261,707.43	\$76,407.63	

EXPENSES

	2025 BUDGET	BALANCE
Incentive Funds	\$103,000.00	\$103,000.00
Insurance - Improved Properties/Structures	\$1,000.00	\$1,000.00
Audit Fee	\$4,000.00	\$1,000.00
Branton Strategies LLC	\$6,000.00	\$5,475.00
Legal - Board	\$6,000.00	-\$102.75
Legal - Real Estate (Title Clearing, Service, Deed Prep, Filing)	\$5,117.40	-\$11,571.94
Marketing / Advertising	\$5,000.00	\$2,993.10
Utilities	\$2,588.35	\$2,027.78
Mowing and Maintenance	\$18,392.89	\$10,746.89
Acquisition of Property (ten prnt, tax sale, agreed price)	\$5,000.00	-\$186,934.34
Due Diligence on Potential Properties (Title Search, etc)	\$20,000.00	-\$10,242.55
Construction - (Site Prep)	\$959,852.26	\$953,852.26
Blighted Property Rehab	\$6,591.96	\$6,591.96
Total Expenses:	\$991,444.22	\$763,267.33

Monthly Expenditures													YTD	
Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	YTD		
\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-		\$-	\$-	
\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-		\$-	\$-	
\$-	\$-	\$-	\$-	\$525.00	\$203.00	\$587.25	\$304.50	\$838.00	\$1,258.50	\$166.75		\$6,102.75	\$525.00	
\$377.00	\$377.00	\$246.50	\$297.25	\$203.00	\$587.25	\$304.50	\$838.00	\$1,258.50	\$1,447.00	\$166.75		\$6,102.75	\$525.00	
\$-	\$783.25	\$2,532.50	\$687.50	\$1,143.50	\$1,000.50	\$4,155.36	\$1,917.05	\$1,723.16	\$590.00	\$2,156.52		\$16,689.34	\$2,006.90	
\$372.90	\$480.81	\$377.52	\$-	\$440.34	\$-	\$775.67	\$-	\$-	\$-	\$-		\$2,006.90	\$560.57	
\$-	\$-	\$58.00	\$-	\$440.34	\$-	\$62.23	\$-	\$-	\$-	\$-		\$560.57	\$560.57	
\$-	\$-	\$-	\$-	\$636.00	\$1,740.00	\$2,010.00	\$1,115.00	\$715.00	\$715.00	\$715.00		\$7,646.00	\$7,646.00	
\$-	\$1,000.00	\$-	\$-	\$15,937.12	\$20,086.75	\$2,217.50	\$2,117.50	\$123.25	\$154,424.72	\$145.00		\$191,934.34	\$191,934.34	
\$1,384.85	\$1,491.48	\$2,159.01	\$3,331.13	\$2,613.46	\$5,822.22	\$4,105.53	\$2,836.07	\$1,435.43	\$2,264.93	\$2,798.44		\$30,242.55	\$30,242.55	
\$-	\$-	\$6,000.00	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-		\$6,000.00	\$6,000.00	
\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-	\$-		\$-	\$-	
\$2,134.75	\$4,132.54	\$11,373.53	\$4,315.88	\$5,561.30	\$25,087.09	\$31,500.04	\$6,923.62	\$5,255.34	\$159,441.65	\$5,981.71	\$-	\$261,707.45	\$261,707.45	

# 2026 ALTOONA LAND BANK BUDGET

12/1/2025

CASH ACCOUNTS		2025 Projected	2025 Actual	YTD	2025 Projected Year End	YTD	2025 Projected Year	2025 Projected Year	Notes
		Beginning Bank Balance	Beginning Bank Balance	Expenditure	Expenditure	Revenue	End Revenue	End Bank Balance	
Land Bank - OLD RA Funds		\$83,904.17	\$83,904.17	\$152.58	\$84,983.10	\$3,790.89	\$4,549.07	\$89,504.17	
ARPA Funds		\$27,251.44	\$892,271.48	\$180,726.82	\$180,726.82	\$29,893.05	\$34,893.05	\$857,028.31	
Variant Property (U)		\$6,892.80	\$28,636.27	\$2,478.03	\$28,371.24	\$32,825.41	\$32,865.41	\$33,129.44	
Blighted Property Program (R)		\$15,626.40	\$14,892.68	\$0.00	\$0.00	\$20.00	\$285.19	\$7,123.21	
City Contingency Funds		\$1,176,674.35	\$1,174,456.65	\$256,725.74	\$274,823.64	\$73,986.57	\$7,484.23	\$19,913.92	Transfer in of 50% remaining Shuffling Cost from 2025 (\$21,400.00)
Total Budget:									

EXPENSES		2025 BUDGET	YTD	2025 Projected Year	Projected Year End Budget	2025 Budget	Source	Notes
			Expenditure	End Expenditures	(+/-)			
Incentive Funds		\$122,000.00	\$0.00	\$0.00	\$122,000.00	\$19,904.17	Old LB	Developer Subsidies
Insurance - Improved Properties/Structures		\$1,000.00	\$0.00	\$286.00	\$1,000.00	\$1,000.00	Old LB	Estimate from Auditor (Total RA/LB: \$7,250.00)
Audit Fee		\$4,000.00	\$0.00	\$0.00	\$4,000.00	\$3,525.00	City Cont.	New Right Study
Benton Strategies LLC		\$5,000.00	\$525.00	\$525.00	\$5,475.00	\$6,000.00	ARPA	2026 Solicitanship
Legal - Board		\$5,000.00	\$536.00	\$7,123.20	-\$1,123.20	\$14,000.00	City Cont.	SEFP ads in the Altoona Mirror
Legal - Real Estate (Title Cleaning, Service, Deed Prep, Filing)		\$5,000.00	\$14,526.62	\$14,460.76	\$1,665.86	\$14,000.00	City Cont.	For properties with structures that have utilities in service
Marketing / Advertising		\$3,000.00	\$4,972.68	\$4,972.68	\$2,972.68	\$3,000.00	Old LB	Arrow
Utilities		\$3,039.25	\$890.57	\$8,317.20	\$12,894.24	\$33,129.44	Variant Property	
Mowing and Maintenance		\$21,251.44	\$6,931.00	\$192,789.34	-\$187,789.34	\$35,000.00	Old LB	
Acquisition of Property (lien pmt, tax sale, agreed price)		\$5,000.00	\$191,789.34	\$32,892.83	-\$12,992.83	\$20,000.00	Old LB	
Due Diligence on Potential Properties (Title Search, etc)		\$20,000.00	\$27,444.11	\$7,200.00	\$69,665.46	\$651,028.31	ARPA	
Construction - (Site Prep)		\$970,855.46	\$6,000.00	\$7,200.00	\$6,892.80	\$7,123.21	Blighted Property	
Blighted Property Rehab		\$8,892.80	\$0.00	\$0.00	\$8,892.80	\$1,030,210.13		
Total Expenses:		\$1,169,781.55	\$256,725.74	\$2,182,868.47				

## Status Meeting # 15

Altoona Redevelopment Authority

Friday, December 19, 2025

---

### AGENDA

---

#### ACTION ITEMS

- ☐ ~~Finalize donation of JBD Properties~~
- ☐ ~~Full Title Searches to be completed for 516 E. Atlantic Ave and 1928 Pine Ave~~
- ☐ ~~ARROW to compose a letter noting final offer to Dynamic Properties (1819 5<sup>th</sup> Ave), send one copy with signature and one copy with none to ensure delivery.~~

#### CURRENT PROPERTY UPDATES

- **JBD PROPERTIES (1468, 1468 "Rear", 1472 & 1474 WASHINGTON AVE/ 01.05-10..-102.00-000, 01.05-10..-104.00-000, 01.05-10..-105.00-000, 01.05-10..-103.00-000)**
  - Deed was executed, received and delivered to the City for recording on 12/02/2025.
- **LAWRENCE J. AND LINDA R. MCALEER (1008 CHESTNUT AVE/ 01.01-05..-075.00-000)**
  - ARROW Completed title search and saved their findings to the shared ARA Title Folder
  - Property is free of liens and judgements; all taxes are paid/current, so there shouldn't be any issues with acquiring property
- **JAMES A. MCDERMITT (1928 PINE AVE/ 01.09-08..-054.00-000)**
  - Property is currently vacant; owner suffers from Alzheimer's
  - City has established communication with the owner's son who has Power of Attorney
  - ARROW has completed title research and while there are no current mortgages, there are \$3,697.83 in outstanding tax liens from AASD
- **AGNES MARUSKA AND VLADIMIR MATIC (516 E. ATLANTIC AVE/ 01.10-21..-025.00-000)**
  - Property is vacant and has been since approximately 2021
  - ARROW completed title work and it appears to be free of any liens/judgements and taxes are paid/current
  - Taxes are being sent to the subject property, so ARROW will prepare a letter explaining situation and hoping to open lines of communication to negotiate possible acquisition
- **DYNAMIC PROPERTY MANAGEMENT (1819 5<sup>th</sup> Ave/ 06-12..-009.00-000)**
  - ARROW has attempted good-faith research to secure a line of communication with the property owner to no avail over the last year and a half
  - ARA has agreed to proceed with condemnation proceedings
  - ARROW sent two copies of a letter formally offering \$2,500 before proceeding the condemnation on 12/04/2025
    - Delivery was attempted on December 10, 2025 but both were unsuccessful

#### ACQUIRED PROPERTIES TO DATE

- **14 PROPERTIES ACQUIRED & PAID**
  - LAURA JANE MCGOWAN (2000-2018 14th Ave/01.05-14..-024.00-000)
  - CATHY MCCLELLAN, DECEASED (323-325 Wopsononock Rd/01.11-15..-073.00-000)
  - ELSIE CREEK, WIDOW (111, 113, 205, 219 6<sup>th</sup> Ave/ 01.10-01..-104.00-000, 01.10-01..-103.00-000, 01.10-01..-088.00-000, 01.10-01..-082.00-000)
  - RUTH FREDERICK (1820 14<sup>th</sup> Ave/01.05-09-151.00)
  - TARA SKIPPER (619 4<sup>th</sup> AVE/ 01.10-01..-082.00-000)
  - MELISSA D. FLUKE (2105 WASHINGTON AVE/ 01.05-03..-019.00-000)

- MARGARET HEINBAUGH (516 N 10<sup>TH</sup> ST/ 01.13-32..-076.00-000)
- JBD PROPERTIES (1468, 1468 "Rear", 1472 & 1474 WASHINGTON AVE/ 01.05-10..-102.00-000, 01.05-10..-104.00-000, 01.05-10..-105.00-000, 01.05-10..-103.00-000)

# TASK ORDER NO. 01

## PROJECT UNDERSTANDING / SCOPE OF SERVICES

---

### PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES DESIGN OF 6<sup>th</sup> AVENUE DUPLEX LAND DEVELOPMENT CITY OF ALTOONA, BLAIR COUNTY, PENNSYLVANIA

We understand the Project to consist of the surveying and civil engineering design of sidewalks, driveways, grading and utilities for new duplexes along 6<sup>th</sup> Avenue at three locations. The first location is near the intersection of 6<sup>th</sup> Avenue and 1<sup>st</sup> Street at 111 and 113 6<sup>th</sup> Avenue. This site will have two duplexes and require a lot merger. The second location is 205 6<sup>th</sup> Avenue. This site will have one duplex. The third location is 219 6<sup>th</sup> Avenue and it will have one duplex. This Task Order #01 will include final coordination of a Subdivision Plan which includes a lot consolidation for the first location. This Task Order will finalize the Subdivision Plan and complete the Land Development Plan for the proposed improvements.

Scope of services to be provided under this proposal includes:

#### I. DESIGN

Prepare Land Development Plans to submit to City and the Blair County Planning Commission. Plans and documents will be in accordance with municipal, county and state requirements. The improvements to the three locations includes developing on lot parking spaces, drainage improvements, sidewalk improvements in front of each property and layout for gas, water and sanitary sewer for each duplex. The plans and documents shall include preparing a site plan, grading plan along with drainage improvements and a utility plan for the proposed development. EADS will prepare and submit an Erosion and Sedimentation Control Plan and submit to the Blair County Conservation District and address comments as required for approval. It is assumed the site will be under one acre and an NPDES Permit will not be required for this Project.

EADS will conduct various design review meetings with the Redevelopment Authority of Altoona and other stakeholders as necessary to complete the project.

#### II. PERMITS/APPROVALS REQUIRED FOR PROJECT

The following permits / approvals are anticipated to be required for this project: City Subdivision/Land Development, Blair County Conservation District erosion and sedimentation control plan under one acre of earth disturbance, the Blair County Planning Commission and PennDOT Highway Occupancy Permit. EADS will prepare the applications and submit to the jurisdiction having authority for review and approval.

#### III. SCHEDULE

The schedule for the project is subject to the Redevelopment Authority of Altoona's approval and related requirements such as reviews, approvals and budget constraints.

<u>Milestone</u>	<u>Estimated Date</u>
Design and Permits	January - March 2026
Advertise Project for Bids	April 2026
Bid Opening	May 2026
<i>(Allow for approx. 4 wks. Bid Period)</i>	
Review / Tabulate Bids	May 2026

Award Construction Contract  
Issue Notice to Proceed

June 2026  
June 2026

**IV. ASSUMPTIONS / STIPULATIONS / SERVICES NOT INCLUDED:**

- A. The following services/items are NOT included in this proposal:
1. Environmental Reviews, PNDI search or NPDES Permit.
  2. State Historic Preservation Office Review.
  3. Archaeological surveys (e.g., Phase I, Phase II) and reviews.
  4. Geotechnical Engineering services.
  5. Construction administration or observation.
  6. Surveying services during construction or construction stakeout for the proposed work.
  7. The Proposal does not include tasks, permits, approvals, studies and investigations not specifically mentioned in the Scope of Work.
  8. All permit or approval application, review and inspection fees will be paid by the Redevelopment Authority of Altoona.

**V. FEES**

This purchase order, when approved by the Redevelopment Authority of Altoona, as indicated in the above-mentioned scope of work, will not change without written authorization from the Redevelopment Authority of Altoona. We offer our services to provide the aforementioned Scope of Work for an hourly fee with an estimated amount of **\$29,350.00**.



# TASK ORDER NO. 02

## PROJECT UNDERSTANDING / SCOPE OF SERVICES

---

### PROPOSAL FOR PROFESSIONAL ENGINEERING SERVICES DESIGN OF GARFIELD SCHOOL LAND DEVELOPMENT CITY OF ALTOONA, BLAIR COUNTY, PENNSYLVANIA

We understand the Project to consist of the surveying and civil engineering design of sidewalks, driveways, grading, utilities and stormwater management for three single family houses located at the prior Garfield School located at the intersection of 14<sup>th</sup> Avenue and 20<sup>th</sup> Street in the City of Altoona. This Task Order #01 will include final coordination of a Subdivision Plan for a total of four lots and complete the Land Development Plan for the proposed improvements.

Scope of services to be provided under this proposal includes:

#### I. DESIGN

Prepare Land Development Plans to submit to City and the Blair County Planning Commission. Plans and documents will be in accordance with municipal, county and state requirements. The improvements to prior Garfield School lot located at the intersection of 14<sup>th</sup> Avenue and 20<sup>th</sup> Street includes developing on lot parking spaces, drainage improvements, sidewalk improvements along two sides of the property (14<sup>th</sup> Avenue and 20<sup>th</sup> Street) and layout for gas, water and sanitary sewer for each lot. The plans and documents shall include preparing a site plan, grading plan along with drainage improvements and a utility plan for the proposed development. EADS will prepare and submit an Erosion and Sedimentation Control Plan and submit to the Blair County Conservation District and address comments as required for approval. It is assumed the site will be under one acre and an NPDES Permit will not be required for this Project.

EADS will conduct various design review meetings with the Redevelopment Authority of Altoona and other stakeholders as necessary to complete the project.

#### II. PERMITS/APPROVALS REQUIRED FOR PROJECT

The following permits / approvals are anticipated to be required for this project: City Subdivision/Land Development, Blair County Conservation District erosion and sedimentation control plan under one acre of earth disturbance and the Blair County Planning Commission. EADS will prepare the applications and submit to the jurisdiction having authority for review and approval.

#### III. SCHEDULE

The schedule for the project is subject to the Redevelopment Authority of Altoona's approval and related requirements such as reviews, approvals and budget constraints.

<u>Milestone</u>	<u>Estimated Date</u>
Design and Permits	January - March 2026
Advertise Project for Bids	April 2026
Bid Opening	May 2026
<i>(Allow for approx. 4 wks. Bid Period)</i>	
Review / Tabulate Bids	May 2026
Award Construction Contract	June 2026
Issue Notice to Proceed	June 2026

**IV. ASSUMPTIONS / STIPULATIONS / SERVICES NOT INCLUDED:**

- A. The following services/items are NOT included in this proposal:
1. Environmental Reviews, PNDI search or NPDES Permit.
  2. State Historic Preservation Office Review.
  3. Archaeological surveys (e.g., Phase I, Phase II) and reviews.
  4. Geotechnical Engineering services.
  5. Construction administration or observation.
  6. Surveying services during construction or construction stakeout for the proposed work.
  7. The Proposal does not include tasks, permits, approvals, studies and investigations not specifically mentioned in the Scope of Work.
  8. All permit or approval application, review and inspection fees will be paid by the Redevelopment Authority of Altoona.

**V. FEES**

This purchase order, when approved by the Redevelopment Authority of Altoona, as indicated in the above-mentioned scope of work, will not change without written authorization from the Redevelopment Authority of Altoona. We offer our services to provide the aforementioned Scope of Work for an hourly fee with an estimated amount of **\$32,450.00**.