

**ALTOONA REDEVELOPMENT AUTHORITY AND ALTOONA LAND BANK
Minutes of Friday, August 21, 2020**

The Redevelopment Authority of the City of Altoona and the Altoona Land Bank Board held their regular monthly meeting on Friday August 21, 2020 in the Fourth Floor Conference Room in City Hall.

Board Members Present: Richard Fiore, Jr., Ron Beatty, Mayor Matt Pacifico, Louisa Lobre-Riley, Jessica Sprouse

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

Guests Present: Ken Decker, Altoona City Manager
Evan Kephart – “Prophet’s Melt Shop”
Bill Kibler – Altoona Mirror

1. Call to Order

The meeting was called to order by Chair, Richard Fiore, at 8:31 a.m.

2. Approval of the Minutes

The Minutes of the Friday, July 17, 2020 meeting were reviewed. A motion was made to approve the minutes as read by Jessica Sprouse and seconded by Ron Beatty, which passed unanimously.

3. Approval of Financial Reports

Lee Slusser presented July 2020 Financial Reports. Ron Beatty moved to approve the Financial Statements. Motion was seconded by Matt Pacifico, which passed unanimously.

4. Public Comment

None at this time.

5. Solicitor’s Report

No regular business to report.

6. Other Business

a. Café Space Lease Agreement

Attorney Benjamin presented a lease agreement that she prepared for the Café Space. A discussion ensued during which time Mr. Decker stated his thoughts on the rental of this space at this time.

The City has the opportunity to apply for a Multi-Modal Transportation Grant through Pennsylvania Department of Transportation of a million dollars, if awarded, it would allow for a total renovation of the Transportation Center. It could mean a displacement of the tenants during the renovation process. He also feels that it does not make good financial sense to rent this space due to the limited amount of income it would generate. There are also issues with the cleanliness of the center with the current cleaning company. This company is only in the center once a day which is not enough to keep the cleaning up to the standards that should be represented in a public city building. Mr. Decker feels that a full-time maintenance cleaning person needs be hired.

That Altoona City Council is going to be discussing what to do with the Transportation Center at the next work session on Monday August 24, 2020. The Parking Authority which is located in the building has been asked if they would like to take over the management. They have no interest in the building at the present time. That leaves the City of Altoona to possibly take over the management. The Redevelopment Authority has been overseeing the center for a good many years with no funding. If the Redevelopment Authority is to continue its role, funding from the City is a must.

The Redevelopment Authority members expressed their feelings on the rental of the space. Another discussion ensued between the members and Mr. Decker. Mr. Kephart spoke as to what he would like to do, he has been into the center space, he has spent time cleaning and doing some painting. He feels that the opportunity for him to rent this space would be an incubation period. He has looked at other spaces and they are just not viable for him. He feels that this is the ideal space for him to try to grow his business. He understands that if the City comes back in a year and decides to do a major renovation that he could be displaced and he will deal with that when and if it happens. He has not done any major repairs. He did have an electrician come in and look at the electric. The electrician feels that it would require major work to bring the electric up to standards. But Mr. Kephart feels that the equipment that he will be using will not cause any issues at the present time. He also mentioned that the hot water tank is going to need replaced and there is a grease interceptor in the floor that was and still it very full. He did get it somewhat cleaned out, but that it is putting off a foul odor at the sink. He realizes that both of these items need attention and he is willing to work with the City to find

a reasonable solution. He also talked about the cleanliness of the building in general, and suggested that the Redevelopment Authority start looking for new cleaners, but he would also be very open to helping with the cleaning, just as the other tenants are doing now. He even offered to be on call if an emergency should arise to help clean up whenever needed. He wants to work with the City and not be a hinderance and is willing to do whatever is necessary to make this work.

Before the Redevelopment Authority could render a decision, Mr. Fiore asked Mr. Kephart if he felt that the electric service as it exists would be sufficient for him to run his business, as the authority will not be making any upgrades to the electric at the present time. Mr. Kephart said that the electrician told him he has 70 amps of 120 voltage and he has already implemented some changes that will make it work. Mr. Fiore also reiterated that any plumbing improvements would be Mr. Kepharts responsibility. Mr. Kephart is in agreement. Attorney Benjamin will draw up the Lease Agreement and send it over to the Redevelopment Authority for execution. A motion to approve the Lease Agreement with the wording changes incorporated to address the changes Mr. Kephart asked for along with additional language contingent upon and for Mr. Kephart's benefit the Redevelopment Authority has full rights to terminate the Lease Agreement without any recourse for him, for a period of one year effective upon execution of the signed lease was made by Jessica Sprouse. Motion was seconded by Mayor Matt Pacifico. Motion passed unanimously.

b. Zoe's Equipment – Update

A discussion ensued regarding the equipment that was left in the Zoe's Café space at the Transportation Center. Mr. Kephart said that he is willing to take responsibility for the equipment that was left. Some of it he has already discarded because it was unusable. A motion to approve Mr. Kephart to take possession of and do whatever is necessary with the equipment that was left in the Zoe's Café space was made by Jessica Sprouse. Motion was seconded by Ron Beatty. Motion passed unanimously.

c. PennDOT Grant Opportunity

The City wants to apply for a Multi-Modal Transportation Grant in partnership with the Redevelopment Authority that would

allow for a total renovation of the Transportation Center. After a brief discussion a motion was made by Ron Beatty to confirm and authorize the City to move forward with the application in partnership with the Redevelopment Authority. Motion was seconded by Mayor Matt Pacifico. Motion passed unanimously.

7. Adjournment

There being no other business, a motion was made to adjourn the meeting at 10:20 a.m. by Mayor Matt Pacifico. Motion was seconded by Ron Beatty. Motion passed.

8. Executive Session

The regular meeting was adjourned and the Redevelopment Authority went into Executive Session to discuss Personnel.

Approved by