



Friday, February 21, 2025 @ 9:00 AM
Altoona City Hall – 1301 12th Street, 4th 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 January 17, 2025
 - b. Approval of RA Financial Reports – January 31, 2025
2. Discussion
 - a. Executive Director position – Laurence Christian, Strategic Solutions
 - b. Mow and Lien Update
3. Action Items
4. Management Report
5. Other Redevelopment Authority Business
6. Adjournment

AGENDA

REDEVELOPMENT AUTHORITY OF ALTOONA LAND BANK (LB)

IV. CALL TO ORDER

V. PUBLIC COMMENT

VI. REGULAR BUSINESS

1. Administration

- a. Approval of LB Minutes – Meeting of January 17, 2025
- b. Approval of LB Financial Reports – January 31, 2025

2. Action Items

- a. Motion to authorize the solicitor to file a quiet title complaint for the properties listed in the attached document.
- b. Consideration of offer by Walter R. Wertz III and Melissa A. Wertz of 229 Beech Avenue to purchase 225-227 Beech Avenue (Parcel #01.07-03..-034.00-000) as a side lot.
- c. Motion to authorize staff to issue a Request for Proposals for the acquisition and rehabilitation by a developer of the properties located at 323-325 and 327-329 Wopsonnock Avenue for resale.

3. Management Report

- a. ARROW Report

4. Board Discussion Items and Announcements

5. Other Land Bank Business

VII. ADJOURNMENT

VIII. EXECUTIVE SESSION

**REDEVELOPMENT AUTHORITY OF ALTOONA
MINUTES
January 17, 2025**

The Redevelopment Authority (RA) of Altoona held its regularly scheduled meeting on Friday, January 17, 2025, at 9:00 AM in the 4th floor of the Common Room in Altoona City Hall.

Members Present: Chairman Richard Fiore, Jr.; Mayor Matthew Pacifico; Councilman Ron Beatty; Allen Thompson; Jessica Sprouse

Staff Present: Solicitor Patrick Fanelli; Diana White, Community Development Director; Adam McCoy, Community Development Accounting Manager; Bette Fischer, Community Development Clerical Associate III; Nate Kissell, Interim City Manager; James Trexler, Housing Rehabilitation Manager

Guests Present: Donald Rossman, ARROW Land Solutions, LLC; Bill Kibler, Altoona Mirror

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

The Annual meeting was called to order by Chairman Fiore at 9:00 AM.

II. NEW BUSINESS

NOMINATIONS AND ELECTION OF OFFICERS – Nominations were received from the floor. **Motion was made by Mayor Pacifico that Richard Fiore, Jr. remain as Chairperson. Motion was seconded by Ms. Sprouse. Motion passed unanimously.**

Motion was made by Ms. Sprouse that Allen Thompson remain as Vice-Chairperson. Motion was seconded by Mr. Fiore. Motion passed unanimously.

Motion was made by Mr. Thompson that Councilman Beatty remain as Secretary/Treasurer. Motion was seconded by Mr. Fiore. Motion passed unanimously.

III. ADJOURNMENT – Motion was made by Mr. Thompson to adjourn the meeting at 9:02 A.M. Motion was seconded by Councilman Beatty. Motion passed unanimously.

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

The regular meeting was called to order by Chairman Richard Fiore at 9:03 AM.

II. PUBLIC COMMENT

None at this time.

III. REGULAR BUSINESS

1. Administration

- a. **Approval of Minutes.** Chairman 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 December 20, 2024 Redevelopment Authority of Altoona meeting. Motion was seconded by Mr. Thompson. Motion passed unanimously.**
- b. **Approval of Financial Report.** Mr. McCoy presented the Redevelopment Authority of Altoona Financial Report through December 31, 2024. **Motion was made by Councilman Beatty to accept the financial report as presented. Mr. Thompson seconded the motion. Motion passed unanimously.**
- c. **Approval of 2025 Meeting Schedule.** Ms. White presented the 2025 meeting schedule. Meetings are scheduled for the third Friday of each month per the by-laws, however, the April 18, 2025 meeting falls on a holiday and Altoona City Hall is closed. The board discussed and agreed to move the meeting to April 25, 2025. **Motion was made by Councilman Beatty to approve the 2025 meeting schedule with the change of the April meeting. Mr. Thompson seconded the motion. Motion passed unanimously.**

2. Discussion

- a. **Fanelli Legal Change of Practice Letter** – Ms. White presented the letter from Fanelli Legal announcing the Change of Practice from Fanelli Willett. There was no comment from the board.

3. Action Items

- a. **Nomination and appointment of RA representative to the Greater Altoona Economic Development Corporation board.** Ms. White informed the board that due to Louisa Lobre-Riley's retirement, there is a vacancy on the GAEDC board for a representative from the RA. The next meeting will be in March. **Motion was made by Mr. Thompson to appoint Councilman**

Beatty to represent the RA on the GAEDC board. Motion was seconded by Ms. Sprouse. Motion passed unanimously.

4. Management Report

- a. **McCrary Building Tour** – Ms. White reported that the RA Board toured the McCrary Building on January 9th. The building is 80% complete. All of the first-floor tenants will be moving in soon. Solicitor Fanelli is going to look at the Developer's Agreement to see what is needed for the RA to sign off of the project and turn the building over completely to the developer.

5. Other Redevelopment Authority Business

None at this time.

6. Adjournment

Motion was made by Councilman Beatty to adjourn the Altoona Redevelopment Authority meeting at 9:19 A.M. Motion was seconded by Mayor Pacifico. Motion passed unanimously.

Approved by Ronald L. Beatty, Secretary/Treasurer

Redevelopment Authority Revenue & Expenditures

For the period starting January 1, 2025 and ending January 31, 2025

	Balance 1/1/2025	Revenues January-25	Disbursements January-25	Balance 1/31/2025
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CDBG FUNDS

	\$0.00	\$0.00	\$0.00	\$0.00
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	Annual Interest Rate			
CDBG TOTAL	\$0.00	\$0.00	\$0.00	\$0.00

CASH ACCOUNTS

Contingency (U)	5.31%	\$13,506.30	\$58.13	\$0.00	\$13,564.43
In-Town Housing (R)	5.32%	\$199,691.12	\$1,229.78	\$0.00	\$200,920.90
RA City Contingency	4.71%	\$16,587.19	\$54.93	\$130.50	\$16,511.62

CASH TOTAL		\$229,784.61	\$1,342.84	\$130.50	\$230,996.95
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Treasurer Signature: _____

REDEVELOPMENT AUTHORITY OF ALTOONA
Disbursements January 2025

<u>Date</u>	<u>Check No.</u>	<u>Invoice #</u>	<u>Payee</u>	<u>Amount</u>	<u>For</u>
			<u>CONTINGENCY FUND</u>		
		No Activity		\$ -	
			<u>INTOWN HOUSING</u>		
		No Activity		\$ -	
			<u>RA CITY CONTINGENCY</u>		
1/22/2025	1008	10067	Fanelli Legal	\$ 130.50	December 2024 Solicitorship
				\$ 130.50	
			TOTAL	\$ 130.50	

Treasurer Signature: _____

InTown Housing Loans

Green Avenue Properties - Randy Green	3.99%	Pmt: \$369.59	March-16
Original Loan:		\$50,000.00	
Current Balance:		\$24,229.97	January 31, 2025
Status:		Current	
Vicini Realty - Michael Columbo, Jr.	3.99%	Pmt: \$739.19	November-14
Original Loan:		\$100,000.00	
Current Balance:		\$39,540.84	January 31, 2025
Status:		1 Month Overdue	

**REDEVELOPMENT AUTHORITY OF ALTOONA LAND BANK
MINUTES
January 17, 2025**

III. CALL TO ORDER

The meeting of the Redevelopment Authority of Altoona Land Bank was called to order by Chairman Richard Fiore, Jr., at 9:19 AM.

V. PUBLIC COMMENT

None at this time.

VI. ALTOONA CITY LAND BANK BUSINESS

1. Administration

- a. **Approval of Minutes.** Chairman Fiore asked if there were any comments on the minutes. **Motion was made by Mr. Thompson to approve the minutes of the December 20, 2024 Redevelopment Authority of Altoona Land Bank meeting. Councilman Beatty seconded the motion. Motion passed unanimously.**

- b. **Approval of Financial Report.** Mr. McCoy presented the Financial Report for the Altoona Land Bank as of December 31, 2024. **Motion was made by Mr. Thompson to approve the Financial Report through the December 31, 2024, Redevelopment Authority of Altoona Land Bank. Motion was seconded by Councilman Beatty. Motion passed unanimously.**

2. Action Items

- a. **14th Avenue/19th Street Site Development Request for Proposals.** Ms. White presented the RFP and noted that it is essentially the same as the one used for Beech Avenue, with the exception that subsidy would be paid from American Rescue Plan Act funding. Ms. Sprouse asked that two small changes be made to the RFP: 1) It should indicate that no electronic proposals will be accepted; 2) a time for submittal should be added to the March 30, 2025 deadline. **Motion was made by Mr. Thompson to authorize staff to release a Request for Proposals for the development of single family detached dwelling units on the 14th Avenue/19th Street site to be subsidized in part with American Rescue Plan Act funds. Motion was seconded by Councilman Beatty. Motion passed unanimously**

3. Management Report

a. ARROW Report

Mr. Rossman said ARROW has received everything back from the heirs of 323-325 Wopsononock Avenue as of December 22, 2024. Both brothers have executed the agreement of sale. ARROW has been directed to pay \$1,000 to Eric McClellan. Solicitor Fanelli has provided a quit claim deed to ARROW. ARROW is securing a date that both brothers can be available so that we can get them a notarized copy of that deed. ARROW confirmed that there are no taxes outstanding on the property but are trying to determine if the brothers paid the 2024 taxes. The tax office is not ready to give that information out just yet. In response to a question regarding the vacant lot the RA acquired from the repository at 327-329 Wopsononock Avenue, Solicitor Fanelli confirmed that is part of the expedited quiet title action. The lot will be made a part of the RFP for developers to acquire, rehabilitate and sell the 323-325 Wopsononock Avenue property. The RFP will call for merger of the lots. The subdivision process will be part of the developer's responsibilities.

4. Board Discussion Items and Announcements

None

5. Other Land Bank Business

None

VII. ADJOURNMENT

Motion was made by Mr. Thompson to adjourn the meeting at 9:40 AM
Motion was seconded by Mayor Pacifico. Motion passed unanimously.

Approved by Ronald L. Beatty, Secretary/Treasurer

Land Bank Revenue & Expenditures

For the period starting January 1, 2025 and ending January 31, 2025

	Balance 1/1/2025	Revenues January-25	Disbursements January-25	Balance 1/31/2025
CDBG FUNDS	\$0.00	\$0.00	\$0.00	\$0.00

	Annual Interest Rate	\$0.00	\$0.00	\$0.00	\$0.00
CDBG TOTAL					

CASH ACCOUNTS

Old Land Bank Funds	5.75%	\$140,738.20	\$467.32	\$1,757.75	\$139,447.77
ARPA	5.75%	\$982,371.48	\$3,262.41	\$0.00	\$985,633.89
Vacant Property (U)	5.74%	\$29,635.27	\$98.57	\$0.00	\$29,733.84
Blighted Property (R)	5.31%	\$6,858.02	\$29.51	\$0.00	\$6,887.53
Land Bank City Contingency	4.71%	\$14,862.68	\$48.91	\$377.00	\$14,534.59

CASH TOTAL		\$1,159,602.97	\$3,857.81	\$1,757.75	\$1,161,703.03
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Treasurer Signature: _____

ALTOONA LAND BANK
Disbursements January 2025

<u>Date</u>	<u>Check No.</u>	<u>Invoice #</u>	<u>Payee</u>	<u>Amount</u>	<u>For</u>
			<u>OLD LAND BANK</u>		
1/22/2025	1011	5	Arrow Land Solutions	\$ 1,384.85	Property searches
1/22/2025	1012		City of Altoona	\$ 372.90	3rd RFP Ad for 21st Ave.
				<u>\$ 1,757.75</u>	
			<u>ARPA</u>		
			No Activity	<u>\$ -</u>	
			<u>VACANT PROPERTY</u>		
			No Activity	<u>\$ -</u>	
			<u>VACANT PROPERTY</u>		
			No Activity	<u>\$ -</u>	
			<u>LAND BANK CITY CONTINGENCY</u>		
1/22/2025	1008	10067	Fanelli Legal	\$ 377.00	December 2024 Solicitorship
				<u>\$ 377.00</u>	
			TOTAL	\$ 2,134.75	

Treasurer Signature: _____

2025 ALTOONA LAND BANK BUDGET

As of January 31, 2025

CASH ACCOUNTS

Land Bank - OLD RA Funds	BALANCE	
ARPA Funds	\$140,830.60	
Vacant Property (U)	\$959,852.26	
Blighted Property Program (R)	\$18,392.89	
City Contingency Funds	\$6,591.96	
	\$15,117.40	
	\$14,740.40	
Total Budget:	\$1,142,542.86	\$1,140,408.11

	Monthly Expenditures												YTD	YTD Income
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
	\$ 1,757.75												\$ 1,757.75	\$467.32
	\$ -												\$ -	\$3,262.41
	\$ -												\$ -	\$98.57
	\$ -												\$ -	\$29.51
	\$ 377.00												\$ 377.00	\$48.91
Total Budget:	\$2,134.75	\$-	\$2,134.75	\$3,906.72										

EXPENSES

Incentive Funds	BALANCE	
Insurance - Improved Properties/Structures	\$103,000.00	
Audit Fee	\$1,000.00	
Branton Strategies LLC	\$4,000.00	
Legal - Board	\$6,000.00	
Legal - Real Estate (Title Clearing, Service, Deed Prep, Filing)	\$5,623.00	
Marketing / Advertising	\$5,117.40	
Utilities	\$5,000.00	
Mowing and Maintenance	\$4,627.10	
Acquisition of Property (lien pmt, tax sale, agreed price)	\$2,588.35	
Due Diligence on Potential Properties (Title Search, etc)	\$18,392.89	
Construction - (Site Prep)	\$5,000.00	
Blighted Property Rehab	\$20,000.00	
	\$18,615.15	
	\$959,852.26	
	\$6,591.96	
Total Expenses:	\$991,444.22	\$990,059.37

	Monthly Expenditures												YTD
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	
	\$ -												\$ -
	\$ -												\$ -
	\$ -												\$ -
	\$ 377.00												\$ 377.00
	\$ 372.90												\$ 372.90
	\$ -												\$ -
	\$ -												\$ -
	\$ -												\$ -
	\$ 1,384.85												\$ 1,384.85
	\$ -												\$ -
	\$ -												\$ -
Total Budget:	\$2,134.75	\$-	\$2,134.75										

LIST OF PROPERTIES TO BE INCLUDED IN QUIET TITLE ACTION 2025

1. 201-227 Beech Avenue
2. 323-325 Wopsononock Avenue
3. 327-329 Wopsononock Avenue
4. 710 Nineteenth Street
5. 1329-31 Twenty-first Avenue
6. 100 Ffteenth Street
7. 102-108 Ffteenth Street
8. 1305-07 Eighteenth Avenue
9. 1408 Nineteenth Street
10. 1817-1819 Eighth Avenue
11. 1822 Fourteenth Avenue
12. 1824-1826 Fourteenth Avenue
13. 1828 Fourteenth Avenue
14. 1830-1832 Fourteenth Avenue



REDEVELOPMENT AUTHORITY OF ALTOONA
 1301 12TH STREET, SUITE 400
 ALTOONA, PA 16601
 (814) 949-2470
 RALANDBANK@ALTOONAPA.GOV

PROPERTY ACQUISITION APPLICATION

PROPERTY INFORMATION

PARCEL ADDRESS: 225-227 BEECH AVENUE		
PARCEL #: 01.07-03.034.00-000	<input checked="" type="radio"/> VACANT LOT	<input type="radio"/> LOT WITH STRUCTURE
SIZE AND SQUARE FOOTAGE: 50' X 120'		

CONTACT INFORMATION

CONTACT NAME: MELISSA A WERTZ / WALTER R WERTZ III		
PHONE: (814) 631-2221	EMAIL: MWERTZ2000@YAHOO.COM	
STREET ADDRESS: 229 BEECH AVENUE		
CITY: ALTOONA	STATE: PA	ZIP CODE: 16601

PURCHASE AMOUNT INFORMATION

OFFER (NUMERICALLY): \$3,500.00
OFFER (WRITTEN AMOUNT): THIRTY FIVE HUNDRED DOLLARS AND NO CENTS

TYPE OF REQUEST: (PLEASE SELECT ONE)

<input type="radio"/> NEW CONSTRUCTION	<input type="radio"/> SIDE YARD BEAUTIFICATION	<input type="radio"/> ADDITION OR REMODELING
<input type="radio"/> OFF STREET PARKING	<input type="radio"/> RELOCATE STRUCTURE	<input checked="" type="radio"/> OTHER: BACK YARD ACCESS
BRIEFLY DESCRIBE YOUR PLAN: ALLOW ACCESS TO BACK YARD FROM STREET AND FOR MORE PARKING _____ _____ _____		

PROPOSED USE (PLEASE SELECT ONE)

ALL PROPOSED USE IS SUBJECT TO ZONING AND LAND DEVELOPMENT REGULATIONS

RESIDENTIAL			
<input checked="" type="radio"/> SINGLE FAMILY	<input type="radio"/> MULTI-FAMILY (# UNITS _____)	<input type="radio"/> ACCESSORY BUILDING	
<input type="radio"/> OTHER (DESCRIBE): _____ _____			
NON-RESIDENTIAL			
<input type="radio"/> COMMERCIAL	<input type="radio"/> INDUSTRIAL	<input type="radio"/> INSTITUTIONAL	<input type="radio"/> PARK & RECREATION
<input type="radio"/> OTHER (DESCRIBE): _____ _____			

LEGAL INFORMATION

APPLICANT NAME(S) (EXACTLY AS IT/THEY SHOULD APPEAR ON THE DEED): WALTER R WERTZ III AND MELISSA A WERTZ

STREET ADDRESS: 225 -229 BEECH AVENUE

CITY: ALTOONA

STATE: PA

ZIP CODE: 16601

MARITAL STATUS:

SINGLE

MARRIED

N/A

OWNERSHIP (REGARDLESS OF MARITAL STATUS):

INDIVIDUAL

JOINT

OTHER (DESCRIBE):

IF APPLICANT IS AN ENTITY, LIST ALL INDIVIDUALS AND ENTITIES THAT HAVE A DIRECT OWNERSHIP, CONTROLLING OR MANAGING INTEREST IN THE ENTITY (E.G., OFFICERS, DIRECTORS, PRINCIPALS, GENERAL AND LIMITED PARTNERS, MANAGING PARTNERS, MEMBERS, MANAGERS, AND STAKEHOLDERS) (COLLECTIVELY "RELATED PARTIES"):

DOES THE APPLICANT HAVE ANY OWNERSHIP INTERESTS IN ANY PROPERTIES LOCATED IN ALTOONA OR ANY OWNERSHIP, CONTROLLING, OR MANAGING INTEREST IN ANY BUSINESS ENTITY THAT OWNS PROPERTY LOCATED IN ALTOONA?

YES NO

IF YES LIST THE PROPERTY(IES) AND/OR ENTITY(IES) BELOW. INCLUDE THE PROPERTY ADDRESS AND ZIP CODE, OWNER/ENTITY NAME:

DO ANY RELATED PARTIES HAVE ANY OWNERSHIP INTEREST IN ANY PROPERTIES LOCATED IN ALTOONA OR ANY OWNERSHIP, CONTROLLING, OR MANAGING INTEREST IN ANY BUSINESS ENTITY THAT OWNS PROPERTY LOCATED IN ALTOONA?

YES NO

IF YES, LIST THE PROPERTY(IES) AND/OR ENTITY(IES) BELOW. INCLUDE THE PROPERTY ADDRESS AND ZIP CODE, OWNER/ENTITY NAME:

IF THE APPLICANT IS AN ENTITY, INCLUDE A COPY OF THE CURRENT ORGANIZATIONAL DOCUMENTS. SUCH DOCUMENTS INCLUDE:

- A. ARTICLES OF INCORPORATION, ASSOCIATION, OR ORGANIZATION, INCLUDING AMENDMENTS (STAMPED AS ACCEPTED BY THE STATE)
- B. CERTIFICATE OF LIMITED PARTNERSHIP, INCLUDING AMENDMENTS (STAMPS AS ACCEPTED BY THE STATE)
- C. LLC AGREEMENT, INCLUDING AMENDMENTS (SIGNED)
- D. PARTNERSHIP AGREEMENT, INCLUDING AMENDMENTS (SIGNED)

IF THE APPLICANT IS A NONPROFIT ENTITY, INCLUDE A COPY OF A CURRENT IRS 501(C)(3) LETTER OF DETERMINATION

APPLICATION NOTICE AND CERTIFICATION

NOTICE TO ALL APPLICANTS

The deed you will receive will be a Quit Claim Deed.

A Quit Claim Deed conveys to the Grantee (applicant) only such interest in property as the Grantor (Redevelopment Authority of Altoona) may have, the Grantee assuming responsibility for any claims brought against the property.

If it is necessary for Grantee to have title (deed) free and clear of all defects, it will be the responsibility of the Grantee to seek legal counsel to research title (deed) for any defects (if any), and clear thereof. The Redevelopment Authority of Altoona will not be responsible for any legal costs associated with or imposed upon such title (deed).

The Redevelopment Authority of Altoona reserves the right to accept or reject any or all offers on any Redevelopment Authority of Altoona owned property.

Execution of this document signifies my/our understanding of its contents.

ACKNOWLEDGEMENT AND CERTIFICATION

By signing Below, I/we certify that:

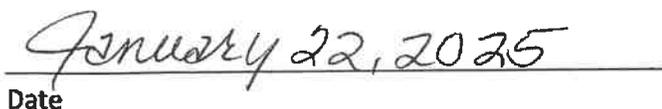
- (1) I am not delinquent in paying real estate taxes on any property located within the City of Altoona or Blair County wherein I have an ownership interest.
- (2) I have no outstanding violations of the property maintenance code or other codes regarding properties located within the City of Altoona or Blair County wherein I have an ownership interest.
- (3) I have no outstanding municipal utility bills that are more than one year outstanding and owed to the City of Altoona or Blair County.
- (4) If I am submitting this application on behalf of an entity, I make the above certifications on behalf of the entity and all Related Parties.
- (5) To the best of my knowledge, the information provided in this Pre-Screening Application is true, correct, and complete.

By signing below, I/we acknowledge the following:

- The Redevelopment Authority of Altoona may verify any information provided, at its own discretion, including contacting third parties.
- The Redevelopment Authority of Altoona reserves the exclusive right to decide whether to engage in transactions with any applicant.


Applicant's Signature


Applicant's Signature


Date