

MEADVILLE REDEVELOPMENT AUTHORITY
Regular Monthly Meeting
February 14, 2024

Call to Order	The monthly meeting of the Board of Directors of the Redevelopment Authority of the City of Meadville was held in-person on Wednesday, February 14, 2024. Present were: Dennis Frampton, Jim Miale, Joe Tompkins, and Jeff Youngs. Absent was Jan VanTuil. Solicitors Gary Alizeo & Jaclyn Millin Bronson, City Manager Maryann Menanno, Community Development Director Renna Wrubleski, City Accountant April Smith, and City Planner Peter Grella were also present. Mr. Miale called the meeting to order at 8:04 a.m.
Public Comment	None.
Approval of Agenda	Mr. Youngs moved to approve the February 14, 2024 meeting agenda. Mr. Tompkins seconded, and the vote was unanimous.
Executive Session Notices	None.
Minutes Approved	Mr. Tompkins moved to approve the January 10, 2024 minutes. Mr. Youngs seconded, and the vote was unanimous.
Acceptance of Financial Statements January 2024	Mr. Tompkins moved to approve the January 2024 Financial Statements and check register. Mr. Youngs seconded, and the vote was unanimous. Ms. Smith pointed out that she combined the Grants Accounts and COVID-19 Working Capital into one fund (#745). She also noted that the façade loan to Sparks Restaurant is now in the report and has started this month. The only expenditures for this month were the admin fee to the City, the tree cutting on Columbia Ave., and an engineering invoice for the cinema.
Enterprise Zone Loan Fund and Revolving Loan Fund Reports	Ms. Wrubleski informed the board that the Java Tree loan is now back on schedule and enrolled in automatic payments. As of this time, all outstanding loans are now current.
Staff Report	None.
Old Business	None.
New Business Discussion/Motion – 317 Wadsworth Ave. Lien Forgiveness Request	The board considered a request from the daughter of the owners at 317 Wadsworth Ave., a former recipient of an RDA home rehab loan. The daughter paid off her parents’ mortgage, and in return, the daughter has moved into the home and is the middle of renovating it. Since the parents did not receive any sale proceeds, and since the daughter is estimated to spend tens of thousands of dollars on the renovation, she is requesting that the \$7,280.00 lien on the property be forgiven. Mr. Alizeo explained that the lien should not inhibit the deed from being transferred to the daughter since it is only due upon sale. He further recommended converting the lien to a mortgage so that it can be paid back if/when the daughter goes on to sell the house. The board gave consensus to move forward with a mortgage conversion. Ms. Bronson and Ms. Wrubleski will contact the daughter to start that process.

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<p>Discussion – City of Meadville Housing Action Plan Draft Review</p>	<p>The board discussed the draft of the City’s Housing Action Plan. Ms. Wrubleski reminded the board that as previous discussions indicated, the City would be the coordinating entity to administer and manage the plan, while the RDA would be the operational entity responsible for the primary goal area of (re)developing 50 new units in redevelopment areas by the end of 2028.</p> <p>Mr. Miale raised several clarifying questions for further detail on several topics, such as the proposed partnership structure and supportive services offered to prospective homeowners and tenants. Ms. Wrubleski explained that the partnership structure will adapt to the project at hand and that the relationships with those partners would be leveraged to meet supportive service needs.</p> <p>Mr. Tompkins raised concern over the current capacity to implement the plan. He questioned if an additional staff member would need to be hired solely to oversee the plan since current City staff are responsible for numerous other projects. Ms. Wrubleski explained that the intention is to set up the policy and programmatic structures of the plan amongst the current staff and take it as far as they can go. This question can be returned to as the plan progresses and as opportunities arise to support the funding of another person.</p> <p>Those questions aside, the board shared support for the plan and thanked staff for their work on it.</p>
<p>Adjournment</p>	<p>With no further business to come before the board, Mr. Frampton moved to adjourn to executive session to discuss real estate. Mr. Tompkins seconded, and the vote was unanimous to adjourn to executive session at 8:57 a.m.</p>

Jan VanTuil
Redevelopment Authority Secretary

Maryann Menanno
Interim City Clerk