



Redevelopment Authority of Lehigh County
July 3, 2025 Meeting

The regular meeting of the Redevelopment Authority of Lehigh County was held at 9:00 a.m. by Zoom video conference. A recording of this meeting is available at: <https://www.lehighcounty.org/Departments/Community-Economic-Development/Lehigh-County-Redevelopment-Authority>.

ATTENDING

Board Members: Ricky Gower (RG), David Weinstein (DW), Michael Yeager (MY). Quorum obtained.

Also in attendance representing the Authority, Chris Gulotta (CG)

County Staff: Cyndi King (CK)

ABSENT

Oscar Ghasab (OG), Virginia Haas (VH), Kent Herman (KH), Jill Seitz (JS), Frank Kane (FK)

Public Guests - None

AGENDA ITEMS

CALL TO ORDER at 9:00 a.m. by MY.

Review and Approval of Minutes of June 5, 2025 Meeting

No questions or concerns on minutes from the previous meeting; motion for approval of minutes made by DW; seconded by RG. No opposition; all in favor. Minutes approved.

Financial Report and Approval of Bills – See Tab B

Six invoices totaling \$9,094.71 to be paid: The Gulotta Group \$7024.40 with the Borough of Catasauqua billed, as per the RALC MOA, for \$68.00 for the

Executive Director's time on the Iron Works project; Elias Property Group also will be billed \$2,795.00 for time spent on the MacArthur Road project, and \$2,580.00 will be charged to the state grant for technical services rendered on the MacArthur Road project; King Spry \$153.00 with \$68.00 billed, as per the RALC MOA, to the Borough of Catasauqua for the Solicitor's time on the Iron Works project; Zelenkofske Axelrod \$800.00 for accounting services; T-Mobile \$65.61 phone bill for the Executive Director's use specifically for RALC business; USI Insurance \$236.00 for fidelity bond policies; and Iron Works Development LLC \$815.70 which will be paid out of the state grant. CG provided these invoices to the chairman and treasurer as per RALC protocol and both signed-off on these invoices for payment.

MY asked for a motion to approve the bills. DW made that motion which was seconded by RG. Unanimous voice vote of approval. Six invoices approved for payment.

CG reviewed the Financial Statement ending May 31, 2025. Assets totaling \$221,990.37 which include \$130,957.47 in the Money Market Account, \$19,119.25 in the Checking Account, \$71,913.65 in the LV Dairy Project Grant/State Grant Account. Liabilities \$16,846.40 which is the unpaid amount to Elias Property Group pursuant to the agreement for the Phase II Environment Work which may or may not be paid out. Elias billed RALC \$51,000.00 and they have not authorized any additional work. Accounts Payable \$16,846.40 which is the unpaid grant to Elias Property Group for the Phase II Environmental. CG noted that in the future, he may authorize the accountant to do a journal entry to eliminate that Accounts Payable but only after receiving direction from Elias indicating they will not draw-down any more of the funds provided for Phase II Environmental. MY inquired how RALC would recognize the asset if that occurred. CG responded that the balance would be put back into the LV Dairy Project Grant/State Grant Account. MY inquired about restrictions on those funds. CG replied that there are always restrictions with state grant funding. If the RALC determined it wanted to use those funds for another purpose, CG would approach the state through Senator Nick Miller to have those remaining funds reallocated for another activity. Revenues (year-to-date) \$80,188.26, Expenditures \$25,343.25, Net Income \$54,845.01, Fund balance beginning the year \$150,298.96 so with Net Income through May 31 \$205,143.97. Included in the fund balance is the state grant being used for VM Development Group so subtracting that amount to arrive at the Operating Fund, subtract that remaining amount from the Money Market Account. Net amount \$82,045.07. Add checking \$19,119.25 so the actual

Operating Fund Balance is \$101,643.20 and the balance of the Fund Balance are state grants.

MY asked for questions or comments on the financial statement. Hearing none, he asked for a motion to accept the May Financial Statement. DW made the motion which was seconded by RG. Unanimous voice approval.

OLD BUSINESS – None

STATUS REPORTS - Executive Director's Report - See Tab C

IRON WORKS PROJECT

The project is in the first phase of the due diligence phase. VM is asking for a topographic survey and a title report which will be paid out of the already-approved \$50,000.00 state grant. VM's engineer has determined the need for a follow-up study (No-Rise Study) related to the flood plain because a portion of the site is in a special flood hazards area. The No-Rise study would document that any improvements planned for the site would not make the flooding possibility worse. The estimated cost of the study, which would be performed by VM's engineer is \$45,000. CG has contacted Senator Nick Miller about possible funding sources to cover the \$45,000.00 cost. The back-up position would be to repurpose some of the Elias Property Group Phase II Environmental \$120,000.00 funding, with the approval of Mr. Elias. MY interjected that VM has indicated that the project will now be delayed six-to-eight months. CG continued that a preliminary site plan, which would have been a requirement any way, will have to be prepared in order to move forward with the No-Rise Study which will push back VM's due diligence period.

REDEVELOPMENT OF THE FORMER LEHIGH VALLEY DAIRY PROPERTY

The Request for Proposals (RFPs) are finished. KH reviewed the RFP and made some changes; CG will distribute it to the Board after the meeting. Elias Property Group has sent the RFP out to about 40 developers, architects, and engineers many of which were developers who reached out for the Catasauqua Iron Works site project. There is a pre-proposal conference scheduled for July 9 at 10:00 a.m. at the site. Proposals are due on September 4, 2025.

COUNTY DEMOLITION AND REHABILITATION FUND

Lehigh County Board of Commissioners (BOC) will review the legislation to enact an ordinance establishing a demolition and rehabilitation fund at the July 9 BOC

meeting. This fund would be capitalized with fees charged to purchasers at sheriff sales and tax sales.

OUTREACH EFFORTS

Newsletter was emailed June 27th. CG met last month with Alburtis and Upper Saucon. Lehigh County Information Technology department tracks site visits to the RALC page on the DCED website and figures on those visits appear to suggest that the content in the newsletter is driving people to visit the content on the website for more information on funding tools or more information to address blight.

RESOLUTIONS – None

EXECUTIVE SESSION - None

NEW BUSINESS- None

PUBLIC COMMENT ON NON-AGENDA ITEMS - None

COMMENTS OR ANNOUNCEMENTS - None

MY asked for any new or other business, comments, or announcements. Hearing none, MY asked for a motion to adjourn the meeting. DW made that motion which was seconded by RG. Unanimous voice approval. Meeting is adjourned.

The next regularly scheduled meeting of the RALC is August 7, 2025, at 9:00 a.m.. Meeting is adjourned.

Respectfully submitted,
Cynthia L. King