



Redevelopment Authority of Lehigh County
September 4, 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: Oscar Ghasab (OG), Ricky Gower (RG), Michael Yeager (MY). Quorum obtained.

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

County Staff: Virginia Haas (VH), Cyndi King (CK)

ABSENT

Jill Seitz (JS), Frank Kane (FK) David Weinstein (DW)

Public Guests – Amy Unger with WFMZ

AGENDA ITEMS

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

Review and Approval of Minutes of August 7, 2025 Meeting

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

Financial Report and Approval of Bills – See Tab B

Four invoices totaling \$4,389.23 to be paid: The Gulotta Group \$4,178.65 with the Elias Property Group billed \$260.00 for technical services rendered by the Executive Director on the MacArthur Road project pursuant to the agreement and the balance of the total time spent on this project, \$240.00, charged to the state grant for technical services rendered, and \$1,875.00 billed to the Borough of Catasauqua for the Executive Director's time on the Main Street Matters Grant associated with the Iron Works project during the month of August; King Spry \$85.00; T-Mobile \$66.17 phone bill for the Executive Director's use specifically for RALC

business; and Iron Works Development Group \$59.41 for engineering work to be paid from state grant funds. CG provided these invoices to the chairman and treasurer as per RALC protocol and both gentlemen signed-off on these invoices for payment. MY asked OG for a status on the Accounts Receivables; OG replied Catasauqua and Elias Group have been consistently on time with no recent activity. CG sent an invoice to Catasauqua in August. CG will follow-up with them to remind the manager that the invoice is outstanding. MY asked for comments, questions, or concerns and there were none.

MY asked for a motion to approve the bills. RG made that motion which was seconded by OG. No opposition; all in favor. Four invoices approved for payment.

CG reviewed the Financial Statement ending July 31, 2025 which is being prepared by the new accounting firm Campbell, Rappold & Yurasits LLP (CR&Y). CG noted that the financial statement is providing comparisons between years 2025 and 2024. For 2025, The following are Year-To-Date (YTD) figures: Total Revenues \$103,702 includes Fee Income from Projects \$28,702 that is being charged back to the Borough of Catasauqua and the Elias Property Group, \$50,000 Grant Revenue from the Commonwealth of PA which was a grant received from the state this fiscal year and Grant Revenue from Lehigh County which annual \$25,000 grant continues to support the RALC. Under Expenditures, YTD, Executive Director – Reimbursable from clients \$16,213 and what is not reimbursable \$12,009. Legal Reimbursable and Non-Reimbursable each \$2,219. Accounting \$5,600, Travel \$274, Memberships/Conferences \$204 for attendance at a State conference in June. D&O Insurance \$3,430 and Fidelity Bond \$236. No costs for Legal Advertising. \$460 for Phone. Miscellaneous \$400. Professional Services on the Iron Works Development Group State Grant \$1,903. Total Year-To-Date Expenditures \$45,167. Interest income \$3,517. Net income \$62,052. Fund Balance Beginning January 1, 2025 \$150,299 with additional revenue the Fund Balance YTD \$212,351.

MY asked for questions, comments, or concerns relative to the financial report. MY inquired about the relationship with the new accounting firm. CG replied that it is good and deferred to OG who agreed. Hearing no other questions, comments, or concerns, MY asked for a motion to accept the financial report ending July 31. RG made that motion which was seconded by OG. No opposition; all in favor.

OLD BUSINESS – None

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

IRON WORKS PROJECT

CG submitted an application for a \$1,000,000.00 Main Street Matters grant to PA DCED which would be matched by approximately \$4.9 million from the developer to undertake Phase I of the project which involves rehabilitation of the former depot building for residential and commercial uses with construction of at least ten townhomes for sale. There is also substantial site work including the demolition of some structures which have already been partially

demolished. CG expects to receive the grant award information by the end of this year. Receipt of this grant funding would allow Phase I of the project to move ahead. CG reported a good phone call with the Borough discussing additional funding for site work in the second, third, and fourth phases of the project.

REDEVELOPMENT OF THE FORMER LEHIGH VALLEY DAIRY PROPERTY

The deadline for proposals was extended to September 19, 2025 to give some firms that were interested in submitting proposals more time because of the summer vacations and Labor Day holiday. RALC has taken the initiative to obtain \$4 million in the state capital budget which the RALC would then be the applicant for and would then make those funds available to the preferred developer for site work and other construction. Pursuant to the agreement with Elias Property Group, CG will review the proposals received on September 19. He will share those proposals with the Board along with his recommendation which will be arrived at from the RALC's perspective using criteria contained in the Request for Proposals. Elias Property Group is not bound to accept the RALC's recommendation. With the benefit of the state grant funding obtained by the RALC, Elias Property Group completed a necessary topographic survey because of the site change with the demolition of the building and which will be provided to the firms interested in submitting a proposal.

OUTREACH EFFORTS

The RALC September newsletter is in production. The recently approved County Demolition and Rehabilitation Fund will be highlighted this quarter. CG will also include information on the Property Conservatorship law.

CG has visited eight municipalities within Lehigh County and has become acquainted with staff. The visits have been excellent and CG has shared information on the RALC along with tools to deal with blighted properties; he has had them share problematic property situations with him and he has suggested pathways for them to bring these properties into compliance. CG expects to visit more municipalities by the end of the year. MY added that he believes the RALC represents the County very well with the local municipalities and that is targeted to continue. The RALC has accomplished much in the short time it has been reconstituted. CG went on to explain that the RALC website visits are tracked by the County's IT department and each month the website receives more than 600 visits. He attributes this to his having shared tools with municipalities to address blighted properties along with funding resources to accomplish those goals and which information has been uploaded to that RALC website (<https://www.lehighcounty.org/Departments/Community-Economic-Development/Redevelopment-Authority-of-Lehigh-County>)

The number of visits to the website indicates that RALC is catching the attention of municipalities and developers. RG agreed with MY that the work of the RALC has been impressive and CG's work has been equally impressive.

RESOLUTIONS - None

EXECUTIVE SESSION - None

NEW BUSINESS - None

PUBLIC COMMENT ON NON-AGENDA ITEMS - None

COMMENTS OR ANNOUNCEMENTS

MY asked for any other information for the good of the order. MY asked for a motion to adjourn the meeting. RG made that motion which was seconded by OG. Unanimous voice approval. Meeting is adjourned.

The next regularly scheduled Zoom meeting of the RALC is October 2, 2025, at 9:00 a.m..
Meeting is adjourned.

Respectfully submitted,
Cynthia L. King