

City of Coatesville Redevelopment Authority
Minutes from May 16, 2011

Board Members: Chairman Joseph Disciullo, Jack Burkholder, Matt Baker, Harry Colon, Eric Collins
Staff Members: Rob Barry, Stacy Bjorhus
RDA Solicitor: Vince Mancini

RDA Chairman Joseph Disciullo called the meeting to order at 7:17PM.

EXECUTIVE SESSION: Chairman Disciullo announced that the RDA Board held Executive Session meetings on April 28th, May 2nd and earlier this evening to discuss personnel and legal matters.

A motion to approve the Minutes from the April 18th meeting was made by Matt Baker with a second by Eric Collins.

Motion Passed 4-0

Chairman Disciullo abstained due to his absence on 4/18/2011.

ACCOUNTS PAYABLE:

- Questions were posed regarding Exit Elite's invoice:
 - The RDA was charged for four (4) travel fees in the amount of \$75.00. Mr. Baker reviewed the Exit contract and could not find travel fees noted as billable expenses
 - There were two (2) late payments noted in the AR (lease payments) without late fee penalty added to the rental fees paid, as required per the leases
 - The status of Bridget's Dance Studio was questioned. Anticipated lease payments for the commercial space should be due. Has Exit Elite contacted the tenant?

Motion was made to pay current accounts payable, with the exception of the Exit Elite invoice, by Jack Burkholder with a second by Harry Colon.

Motion Passed 5-0

ADDITIONS, DELETIONS and MODIFICATIONS:

A): Amend the current Agenda, item (A) to add 120 day extension to existing Velodrome Purchase Option Agreement

J): Train Station Letter of co-operation with the City of Coatesville to Penn Dot

CITIZEN COMMENTS: None

NEW BUSINESS:

- A) **Consider 'Velodrome Purchase Option Agreement Extension':** An extension of 120 days has been proposed to allow the RDA and the Velodrome to resolve pending issues that recently arose, that relate to the Purchase Option Agreement. The 120 day extension should provide sufficient time to review and resolve the final outstanding items, and finalize the Purchase Option Agreement. The 120 day extension extends delivery of the signed Agreement to 5:00PM on 09/20/2011.

Motion was made by Eric Collins with a second by Matt Baker to approve the 120 day extension.

Motion Passed 5-0

- B) **RDA Volunteers:** Legal Counsel has drafted a 'Volunteer Agreement' that would spell out the responsibilities and expectations of both the RDA Board, staff and the RDA Volunteers:

Two of the RDA volunteers, Mr. John Pawlowski and Mr. Givler, requested time to address the Board in this regard:

- Concerns noted by Mr. Pawlowski, on behalf of Mr. Givler and himself:
 - Request to retain all original RDA documents that were stored and maintained by prior legal counsel, Mr. Patrick O'Donnell. These documents were delivered to City Hall when Mancini Law was retained by the RDA. Mr. Pawlowski proposes that all RDA data and documents remain in their original storage boxes after they are inventoried by the RDA Volunteers.
 - Mr. Pawlowski contends that in prior periods (specifically 2005) the RDA Board Members had been accused of pay-to-play tactics, when various projects were proposed based on eminent domain property acquisition, and large scale projects were pending.
 - Mr. Pawlowski also called that accusations of wrong doing were rampant in the 2005 time frame, and it is possible that accusations could again be forthcoming if data from the 2005 period is disposed of.
 - Mr. Pawlowski strongly objected to the removal of any papers from historical RDA records, and recommends that inventoried data and documents be returned to the original storage boxes.

Chairman Joseph Disciullo and Matt Baker agreed that inventory of the contents of the boxes, and classifying the documents 'by project' would be an excellent project for these RDA veterans, now serving as RDA volunteers.

Vice Chairman Jack Burkholder thanked the other RDA volunteers (Corley Pearce and David Collins) for their assistance. It was noted during discussion that the expertise provided, to date, by the volunteers has proved invaluable. The reports submitted by the volunteers for the Board's consumption have tied into the City's charrette in an amazing fashion.

A motion was made by Matt Baker, with a second by Joseph Disciullo to approve the Volunteer Agreement that was drafted by legal counsel.

Motion Passed 5-0

- C) Letter from the City of Coatesville Community Program Specialist, Donna Walton, requesting permission to use the Flats for the 'Annual Coatesville Fireworks' display. A Certificate of Liability Insurance was remitted, with the request.

A motion was made by Harry Colon, with a second by Eric Collins to approve the request to use the Flats for the Annual Fireworks display.

Motion Passed 5-0

- D) **Fleetwood Street Property Resolution:** A motion was made by Harry Colon, with a second by Chairman Joseph Disciullo to approve the Resolution accepting the transfer of the Fleetwood Street properties from the City. The purpose of the transfer is for benefit of the Train Station project.

Motion Passed 5-0

Mr. Vince Mancini will follow up with City Solicitor John Carnes to inquire if Mancini Law or the Law Offices of John Carnes will draft the deeds.

- E) **Flats Pre-Development Contract Amendment:** The State of Pennsylvania Department of Economic Development (DCED) complied with the RDA's request for a contract Amendment for a one year extension (to 06/30/2012). The Amendment also included additional studies relative to the Flats Pre-Development Grant. A deadline of May 12th was established by the DCED. Chairman Joseph Disciullo and Executive Director Rob Barry signed the Contract and remitted it as required. Time constraints required remission prior to RDA Board approval.

A motion to approve the additional pre-development studies and the DCED Grant Amendment, to 06/30/2012 was made by Jack Burkholder with a second by Matt Baker.

Motion Passed 5-0

- F) **RDA Mission Statement:** The Board discussed modifications to the current Mission Statement. The change proposed is noted below:

- The mission of the Coatesville Redevelopment Authority is to facilitate commercial, industrial and residential redevelopment; promote economic development; home ownership/rehabilitation; eradicate blight within the City of Coatesville per the mandates and authority of the PA Urban Redevelopment Law.

A motion was made by Chairman Joseph Disciullo with a second by Eric Collins to accept the proposed change to the RDA's Mission statement.

Motion Passed 4-1

Vice Chairman Burkholder dissented, due to his approval of the initial Mission Stmt

- G) **RDA Non-Harassment Policy**
H) **RDA Nondiscrimination Policy**
I) **RDA Invoice Review Policy**

A motion was made by Matt Baker with a second by Harry Colon to approve all three (3) Policies proposed.

Motion Passed 5-0

- J) **Letter of Co-operation with the City of Coatesville in regard to PennDot for Train Station project.**

A motion was made by Matt Baker with a second by Jack Burkholder to draft a letter to endorse the RDA's co-operation with the City in regard to the pending PennDot Train Station Project.

Motion Passed 5-0

CITIZEN COMMENTS:

Mr. Darron Howard asked the RDA Board if a decision has been made to acquire other Fleetwood properties for the Train Station project.

- Chairman Joseph Disciullo noted that other properties would be considered for acquisition along Fleetwood Street, in regard to the pending Train Station project proposed by PennDot. Chairman Disciullo also noted that the time frame would most likely be in the 2015 range.

The RDA will hold a Special Meeting on June 1st at 7:00PM and the next regularly scheduled RDA meeting will be held on June 20th at 7:00PM.

A motion to adjourn was made by Matt Baker, with a second by Eric Collins.

Meeting adjourned at 8:06PM.

Respectfully submitted by Board Chairman Joseph Disciullo