



Friday, January 17, 2025 @ 9:00 AM
Altoona City Hall – 1301 12th Street, 4th Floor Common Room

**AGENDA
ANNUAL MEETING**

I. CALL TO ORDER

II. NEW BUSINESS

NOMINATION AND ELECTION OF OFFICERS – Nominations will be received from the floor with subsequent action by the board for the following positions:

1. Chairperson
2. Vice Chairperson
3. Secretary/Treasurer

III. ADJOURNMENT

**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 December 20, 2024
 - b. Approval of RA Financial Reports – December 31, 2024
 - c. Meeting Schedule – Reschedule April 2025 meeting due to holiday
2. Discussion
 - a. Fanelli Legal

-
3. Action Items
 - a. Nomination and appointment of RA representative to the Greater Altoona Economic Development Corporation board
 4. Management Report
 - a. McCrory Building Tour
 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 December 20, 2024
 - b. Approval of LB Financial Reports – December 31, 2024
2. Action Items
 - a. Motion 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.
3. Management Report
 - a. ARROW Report
 - i. 323 Wopsononock Avenue Acquisition
4. Board Discussion Items and Announcements
5. Other Land Bank Business

VII. ADJOURNMENT

VIII. EXECUTIVE SESSION

**REDEVELOPMENT AUTHORITY OF ALTOONA
MINUTES
December 20, 2024**

The Redevelopment Authority (RA) of Altoona held its regularly scheduled meeting on Friday, December 20, 2024, 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; Sabrina Appel-McMillen, GIS/Land Use Coordinator, Codes and Inspections; Nate Kissell, Interim City Manager; James Trexler, Housing Rehabilitation Manager; Mary Johnson, Community Development CDBG/Deputy Director

Guests Present: Donald Rossman, ARROW Land Solutions, LLC; Bill Kibler, Altoona Mirror; Chief Joe Merrill, Altoona Police Department; Sydney Roach, WPSU-TV

Residents Present: Tim Smith, Charles "Chuck" LaMark, Patricia Reed, Renee Curry, Damian Spallone, Shasta Langenbacher

I. CALL TO ORDER

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

II. PUBLIC COMMENT

Mr. Fiore asked for public comment from the residents that were in the audience.

Tim Smith

524 Rosehill Drive

Altoona PA

Mr. Smith noted his concerns about the RA's process of following the Sunshine Act.

III. REDEVELOPMENT AUTHORITY REGULAR BUSINESS

1. Administration

a. Approval of Minutes

Councilman Ron Beatty moved to approve the minutes of the November 15, 2024 Redevelopment Authority of Altoona meeting. Motion was seconded by Mr. Thompson. Motion passed unanimously.

b. Approval of Redevelopment Authority of Altoona Financial Report for November 30, 2024. Mr. McCoy presented the

Redevelopment Authority of Altoona Financial Report for November 30,

2024. **Ms. Sprouse made a motion to accept the financial report as presented. Mr. Thompson seconded the motion. Motion passed unanimously.** Ms. Sprouse asked that the In-town Housing loan program be put on the February Agenda for discussion. She also has requested that mowing be added to the February or March Agenda for review so that staff ensures that it is bid in a timely fashion.

2. Discussion

3. Action Items

- a. **Motion to approve the Redevelopment Authority Budget the January 1, 2025 through December 31, 2025 Budget was made by Mayor Pacifico. Mr. Thompson seconded the motion. Motion passed unanimously.**

4. Management Report

a. McCrory Building Tour

Ms. White reported that staff has been in touch with the developer and that the building will be substantially complete by mid-January. Mr. Fiore directed staff to set up a tour before tenants move into the apartments.

5. Other Redevelopment Authority Business

None

6. Adjournment

Mr. Thompson made the motion to adjourn the Altoona Redevelopment Authority meeting at 9:30 A.M. Motion was seconded by Councilman Beatty. Motion passed unanimously.

Approved by Ronald L. Beatty, Secretary/Treasurer

Redevelopment Authority Revenue & Expenditures

For the period starting December 1, 2024 and ending December 31, 2024

Balance 12/31/2024	Revenues December-24	Disbursements December-24	Balance 12/31/2024
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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

CASH ACCOUNTS

Contingency (U)	5.31%	\$13,453.68	\$52.62	\$0.00	\$13,506.30
In-Town Housing (R)	5.32%	\$197,826.71	\$1,864.41	\$0.00	\$199,691.12
RA City Contingency	4.71%	\$17,040.42	\$54.27	\$507.50	\$16,587.19

CASH TOTAL		\$228,320.81	\$1,971.30	\$507.50	\$229,784.61
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Treasurer Signature: _____

REDEVELOPMENT AUTHORITY OF ALTOONA
Disbursements December 2024

<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>					
12/19/2024	1007	20677	Fanelli Willett Law Offices	\$ 464.00	November 2024 Solicitorship
12/19/2024	1007	20676	Fanelli Willett Law Offices	\$ 43.50	Correspondence - McCrory's Escrow Deed
				\$ 507.50	
TOTAL				\$ 507.50	

Treasurer Signature: _____

2024 REDEVELOPMENT AUTHORITY OF ALTOONA BUDGET

As of December 31, 2024

CASH ACCOUNTS

	2024 BUDGET	BALANCE
CDBG Grant	\$0.00	\$0.00
Land Bank - OLD RA Funds	\$0.00	\$0.00
ARPA Grant	\$0.00	\$0.00
Vacant Property (U)	\$0.00	\$0.00
Contingency Fund (U)	\$10,000.00	\$8,914.05
Blighted Property Program (R)	\$0.00	\$0.00
Intown Housing Program (R)	\$173,000.00	\$173,000.00
City Contingency Funds	\$25,000.00	\$16,092.75
Total Budget:	\$208,000.00	\$198,006.80

	Monthly Expenditures												YTD	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 8.29	\$ 1.89	\$ -	\$ 667.94	\$ -	\$ 333.50	\$ -	\$ 62.59	\$ 8.29	\$ 2.76	\$ 0.69	\$ -	\$ -	\$ 1,085.95
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
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	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 8.29	\$ 1.89	\$ -	\$ 667.94	\$ -	\$ 333.50	\$ -	\$ 541.09	\$ 747.79	\$ 993.25	\$ 181.25	\$ 507.50	\$ 507.50	\$ 8,907.25
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 8.29	\$ 1.89	\$ -	\$ 667.94	\$ -	\$ 333.50	\$ -	\$ 541.09	\$ 747.79	\$ 996.01	\$ 181.94	\$ 507.50	\$ 507.50	\$ 9,993.20

EXPENSES

	2024 BUDGET	BALANCE
CDBG	\$0.00	\$0.00
Land Bank - OLD RA Funds	\$0.00	\$0.00
ARPA Grant	\$0.00	\$0.00
Vacant Property (U)	\$0.00	\$0.00
Legal - Board Meetings, Policy	\$5,000.00	-\$1,480.70
Audit - RA	\$3,750.00	\$237.50
Blighted Property Program (R)	\$0.00	\$0.00
Intown Housing Program (R) Loans	\$173,000.00	\$173,000.00
Total Expenses:	\$181,750.00	\$171,756.80

	Monthly Expenditures												YTD	
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 8.29	\$ 1.89	\$ -	\$ 667.94	\$ -	\$ 2,828.25	\$ -	\$ 541.09	\$ 747.79	\$ 996.01	\$ 181.94	\$ 507.50	\$ 507.50	\$ 6,480.70
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,512.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,512.50
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 8.29	\$ 1.89	\$ -	\$ 667.94	\$ -	\$ 6,340.75	\$ -	\$ 541.09	\$ 747.79	\$ 996.01	\$ 181.94	\$ 507.50	\$ 507.50	\$ 9,993.20
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	\$ 8.29	\$ 1.89	\$ -	\$ 667.94	\$ -	\$ 6,340.75	\$ -	\$ 541.09	\$ 747.79	\$ 996.01	\$ 181.94	\$ 507.50	\$ 507.50	\$ 9,993.20

InTown Housing Loans

Green Avenue Properties - Randy Green	3.99%	Pmt: \$369.59	March-16
Original Loan:		\$50,000.00	
Current Balance:		\$24,518.10	December 31, 2024
Status:		Current	
Vicini Realty - Michael Columbo, Jr.	3.99%	Pmt: \$739.19	November-14
Original Loan:		\$100,000.00	
Current Balance:		\$39,540.84	December 31, 2024
Status:		Current	

**REDEVELOPMENT AUTHORITY OF ALTOONA
MEETING SCHEDULE 2025**

MEETING DATE

January 17
February 21
March 21
April 18
May 16
June 20
July 18
August 15
September 19
October 17
November 21
December 19

All meetings are held on the Third Friday of the month at 9:00 A.M.
in the Common Room, 4th Floor, of Altoona City Hall.

**LAND BANK OF ALTOONA
MEETING SCHEDULE 2025**

MEETING DATE

January 17
February 21
March 21
April 18
May 16
June 20
July 18
August 15
September 19
October 17
November 21
December 19

All meetings are held on the Third Friday of the month immediately following the Redevelopment Authority of Altoona meeting, in the Common Room, 4th Floor, of Altoona City Hall.

January 2, 2025

Redevelopment Authority of Altoona
1301 12th Avenue, Suite 400
Altoona, PA 16601

In re: Change of Practice

Dear Client:

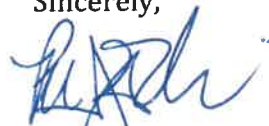
Happy New Year! With these new year greetings, I also am writing to share other news about another new beginning. I am now practicing under a new law firm, known as Fanelli Legal. Fanelli Willett Law Offices has ceased operations effective November 30, 2024. All of my new contact information is on this letterhead.

As the client, you always have a right to choose where you will receive legal services. If you wish not to continue representation by me in this new firm, I will be happy to work with you to transition any current matters to counsel of your choosing. However, should you choose to remain a client of mine you should experience no significant change with this transition, other than the new contact information.

By now, you should have received any invoices for work performed under the firm of Fanelli Willett Law Offices. Any billing for time worked prior to November 30, 2024, should still be paid to the firm of "Fanelli Willett Law Offices." On and after January 1, 2025, any new billing for time after December 1, 2024, will be in the name of the new firm. The invoices should make this clear, but please let me know if there are any questions.

If there is anything else you need from me, please feel free to let me know. Otherwise, I trust this provides you with an update, and I look forward to continuing to be of service.

Sincerely,



Patrick J. Fanelli



**REDEVELOPMENT AUTHORITY OF ALTOONA LAND BANK
MINUTES
December 20, 2024**

IV. CALL TO ORDER

The meeting of the Redevelopment Authority of Altoona Land Bank was called to order by Chairman Richard Fiore, Jr., at 9:30 AM.

V. PUBLIC COMMENT

Ms. Shasta Langenbacher
Altoona, PA

Ms. Langenbacher commented on the potential development of the lots at 201-227 Beech Avenue, her involvement with the Booker T. Washington Revitalization Corporation, and her efforts to sustain parks in the city.

Tim Smith
Altoona PA

Mr. Smith commented on the potential development of the lots at 201-227 Beech Avenue and laws that govern the process.

Ms. Patricia Reed
Altoona, PA

Ms. Reed presented Councilman Beatty and Mayor Pacifico each with a living plant representing "life and the return of innocence."

Ms. Renee Curry
Altoona, PA

Ms. Curry commented on the potential development of the lots at 201-227 Beech Avenue and in summary violation of the Sunshine Law. There are ways to get revenue out of that park that do not require housing.

Mr. Charles LaMark
Altoona, PA

Mr. LaMark commented on the potential development of the lots at 201-227 Beech Avenue and the need for parks in city neighborhoods.

Mr. Damian Spallone
Altoona, PA

Mr. Spallone commented on the potential development of the lots at 201-227 Beech Avenue and his decision to purchase a home near the park.

VI. ALTOONA CITY LAND BANK BUSINESS

1. Administration

- a. **Approval of Minutes for the Altoona Land Bank**
Motion was made by Mayor Pacifico to approve the minutes of the November 15, 2024 Redevelopment Authority of Altoona Land Bank meeting. Mr. Thompson seconded the motion. Motion passed unanimously.

- b. **Approval of Financial Reports for the Redevelopment Authority of Altoona Land Bank for November 30, 2024.**
Mr. McCoy presented the Financial Report for the Altoona Land Bank as of November 30, 2024. **Motion was made by Councilman Beatty to approve the Financial Report for the November 30, 2024, Redevelopment Authority of Altoona Land Bank. Motion was seconded by Mr. Thompson. Motion passed unanimously.**

2. Discussion

- a. **Redevelopment of 14th Avenue/19th Street Parcels** – Mr. Kissell asked the board that for direction to develop a broad RFP for the development of the parcels into housing. The board gave the direction. The RFP will be presented to the board at the next meeting for approval before release.

3. Action Items

- a. **Motion for approval of the Redevelopment Authority Land Bank January 1, 2025 – December 31, 2025 Budget was made by Mr. Thompson. Motion was seconded by Ms. Sprouse. Motion passed unanimously.**

- b. **Motion to accept the proposal from Jeff S. Long Construction of 1916 Hileman Road, Tyrone, PA 16686 for the development of seven parcels located at 201-227 Beech Avenue, Altoona, PA 16601 into single-family detached dwelling units consistent with the RFP and the proposal and authorizing staff to draft a developer's agreement consistent with the RFP and the proposal and further authorizing the chairman to enter into a developer's agreement and the secretary to attest to the same was made by Councilman Beatty. The motion was seconded by Mr. Thompson. Motion passed 4 to 1. Votes taken by roll call: Mayor Pacifico – yes, Mr. Fiore – yes, Mr. Thompson – yes, Mr. Beatty – yes, Ms. Sprouse – No.**

- c. **Motion to accept the proposal from Joe Crossman of JLC General Construction to convey the property located at**

1329 21st Avenue, Altoona, PA 16601 for the sum of \$1 for rehabilitation and resale to a homebuyer, with a grant of \$46,100 in ARPA funds, and further authorize the chairman to execute a developer's agreement and secretary to attest the same was made by Councilman Beatty. Motion was seconded by Ms. Sprouse. Motion passed 3 to 2. A roll call vote was taken: Mr. Beatty – yes, Mr. Thompson – yes, Ms. Sprouse – yes, Mayor Pacifico – No, Mr. Fiore – No.

4. Management Report

a. ARROW Report

Mr. Rossman said that all title searches were completed. The heirs to the property at 323 Wopsonnock Avenue are in agreement to the terms presented by the RA. The agreement has been signed by Eric McClellan. The agreement has been sent to his brother who lives in Pittsburgh have been sent with a self-addressed return envelope and it should be returned by the middle of the next week.

5. Board Discussion Items and Announcements

None

6. Other Land Bank Business

None

VII. ADJOURNMENT

Motion was made to adjourn the meeting at 10:00 AM by Councilman Beatty. Motion was seconded by Mayor Pacifico. Motion passed unanimously.

VIII. EXECUTIVE SESSION

Approved by Ronald L. Beatty, Secretary/Treasurer

Land Bank Revenue & Expenditures

For the period starting December 1, 2024 and ending December 31, 2024

Balance	Revenues	Disbursements	Balance
12/1/2024	December-24	December-24	12/31/2024

CDBG FUNDS

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

Old Land Bank Funds	5.75%	\$142,549.81	\$457.65	\$2,269.26	\$140,738.20
ARPA	5.75%	\$979,227.72	\$3,143.76	\$0.00	\$982,371.48
Vacant Property (U)	5.74%	\$20,806.77	\$10,203.03	\$1,374.53	\$29,635.27
Blighted Property (R)	5.31%	\$6,831.30	\$26.72	\$0.00	\$6,858.02
Land Bank City Contingency	4.71%	\$15,263.56	\$48.62	\$449.50	\$14,862.68
CASH TOTAL		\$1,149,415.60	\$13,831.16	\$3,643.79	\$1,159,602.97

Treasurer Signature: _____

ALTOONA LAND BANK
Disbursements December 2024

Date	Check No.	Invoice #	Payee	Amount	For
OLD LAND BANK					
12/19/2024	1009	4	Arrow Land Solutions	\$ 1,896.36	Property searches
12/19/2024	1010		City of Altoona	\$ 372.90	3rd RFP Ad for 21st Ave.
				<u>\$ 2,269.26</u>	
ARPA					
No Activity					
				<u>\$ -</u>	
VACANT PROPERTY					
12/30/2024	1053		AASD Tax Office	\$ 2.34	1822 14th Ave. School Tax
12/30/2024	1054		AASD Tax Office	\$ 2.34	1824 14th Ave School Tax
12/30/2024	1055		AASD Tax Office	\$ 2.34	1828 14th Ave School Tax
12/30/2024	1056		AASD Tax Office	\$ 7.80	318 N 5th Ave. School Tax
12/30/2024	1057		AASD Tax Office	\$ 17.93	102 15th St. School Tax
12/30/2024	1058		AASD Tax Office	\$ 6.24	100 15th St. School Tax
12/30/2024	1059		AASD Tax Office	\$ 10.91	1930 11th St. School Tax
12/30/2024	1060		AASD Tax Office	\$ 7.80	2206 10th Ave. School Tax
12/30/2024	1061		AASD Tax Office	\$ 4.68	1817 8th Ave School Tax
12/30/2024	1062		AASD Tax Office	\$ 4.68	710 19th St. School Tax
12/30/2024	1063		AASD Tax Office	\$ 2.34	1408 19th St. School Tax
12/30/2024	1064		AASD Tax Office	\$ 554.33	1307 18th Ave. School Tax
12/30/2024	1065		AASD Tax Office	\$ 16.37	1305 18th Ave. School Tax
12/30/2024	1066		AASD Tax Office	\$ 3.89	215 6th St. School Tax
12/30/2024	1067		AASD Tax Office	\$ 4.68	211 6th St. School Tax
12/30/2024	1068		AASD Tax Office	\$ 9.36	317 Park Pl. School Tax
12/30/2024	1069		AASD Tax Office	\$ 23.39	1520 N 8th Ave. School Tax
12/30/2024	1070		AASD Tax Office	\$ 18.71	1018 N 6th Ave. School Tax
12/30/2024	1071		AASD Tax Office	\$ 674.40	1329 21st Ave. School Tax
				<u>\$ 1,374.53</u>	
LAND BANK CITY CONTINGENCY					
12/19/2024	1007	20677	Fanelli Willlett Law Offices	\$ 275.50	November 2024 Solicitorship
12/19/2024	1007	20675	Fanelli Willlett Law Offices	\$ 174.00	325 Wopsonrook Ave. (McClellan) Agreement Prep.
				<u>\$ 449.50</u>	
TOTAL				\$ 4,093.29	

Treasurer Signature: _____

2024 ALTOONA LAND BANK BUDGET

As of December 31, 2024

	Monthly Expenditures												YTD		
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
CASH ACCOUNTS															
CDBG Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Land Bank - OLD RA Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 853.08	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
ARPA Funds	\$ 856.00	\$ 1,238.12	\$ -	\$ 26,461.01	\$ 1,749.90	\$ 90.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,107.46	\$ 5,238.24	\$ 2,289.26	\$ 12,468.04
Vacant Property (U)	\$ 771.35	\$ -	\$ -	\$ 724.42	\$ 753.90	\$ 2,254.25	\$ -	\$ 2,646.00	\$ 3,098.75	\$ 1,612.75	\$ 2,156.00	\$ 1,374.53	\$ 1,156.00	\$ 1,374.53	\$ 30,898.03
Blighted Property Program (R)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Revolving Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
City Contingency Funds	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,447.75	\$ -	\$ 2,200.00	\$ 1,305.00	\$ 282.75	\$ 1,947.25	\$ 449.50	\$ -	\$ 449.50	\$ 10,632.25
Total Budget:	\$1,627.35	\$1,238.12	\$ -	\$27,185.43	\$2,503.80	\$7,645.08	\$ -	\$4,846.00	\$4,403.75	\$8,002.96	\$9,341.49	\$4,093.29	\$ -	\$4,093.29	\$68,887.27

	Monthly Expenditures												YTD		
	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec			
EXPENSES															
Contingency costs (10%)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Insurance - Improved Properties/Structures	\$ -	\$ -	\$ -	\$ 299.00	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 299.00
Audit Fee	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,512.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 3,512.50
Planton Strategies LLC	\$ -	\$ -	\$ -	\$ 4,018.41	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,018.41
Legal - Board	\$ 696.00	\$ 607.37	\$ -	\$ -	\$ -	\$ 2,092.00	\$ -	\$ 899.00	\$ 536.50	\$ 210.25	\$ 1,718.25	\$ 275.50	\$ 275.50	\$ 275.50	\$ 7,034.87
Legal - Real Estate (Title Clearing, Services, Deed Prep, Filing)	\$ 771.35	\$ 630.75	\$ -	\$ 2,567.50	\$ 1,449.90	\$ 316.00	\$ -	\$ 1,301.00	\$ 855.25	\$ 4,142.21	\$ 4,649.50	\$ 2,070.36	\$ 1,374.53	\$ 1,374.53	\$ 18,753.82
Construction - Delivery Costs (Inspections, Clearances)	\$ -	\$ -	\$ -	\$ 2,124.73	\$ 1,053.90	\$ -	\$ -	\$ -	\$ -	\$ 124.50	\$ -	\$ 1,374.53	\$ -	\$ 1,374.53	\$ 4,866.74
Marketing / Advertising	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 804.54	\$ 1,097.74	\$ 372.90	\$ -	\$ 372.90	\$ 2,275.18
Utilities	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Moving and Maintenance	\$ 160.00	\$ -	\$ -	\$ 8,000.00	\$ -	\$ -	\$ -	\$ 2,646.00	\$ 3,012.00	\$ 1,528.00	\$ 1,876.00	\$ -	\$ -	\$ 1,876.00	\$ 18,755.50
Acquisition of Property (Her prnt, tax sale, agreed price)	\$ -	\$ -	\$ -	\$ 211.75	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 211.75
Due Diligence on Potential Properties (Title Search, etc)	\$ -	\$ -	\$ -	\$ 509.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 509.50
Construction - Hard Costs	\$ -	\$ -	\$ -	\$ 9,454.54	\$ -	\$ -	\$ -	\$ -	\$ -	\$ (804.54)	\$ -	\$ -	\$ -	\$ -	\$ 8,650.00
Realtor Services (6%)	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Total Expenses:	\$833,200.00	\$1,238.12	\$ -	\$27,185.43	\$2,503.80	\$7,645.08	\$ -	\$4,846.00	\$4,403.75	\$8,002.96	\$9,341.49	\$4,093.29	\$ -	\$4,093.29	\$68,887.27

ANNOUNCEMENT

REQUEST FOR PROPOSAL (RFP)

The Redevelopment Authority of Altoona 14th Avenue Development Project

The Redevelopment Authority of Altoona (RAA) is seeking proposals from qualified developers to design and construct a housing development on six (6) parcels located at 1822-1832 14th Avenue and 1408 19th Street in the City of Altoona. The vision of the RAA is to invest in the community and provide market rate, single family attached and/or detached housing units for which the RAA believes there is a shortage. Subsidy funds are available through the American Rescue Plan Act (ARPA) funding subject to income limits. State wage rates will apply if subsidy is requested.

Information is attached outlining requirements for proposal submission, evaluation criteria, and the proposed contract.

Five (5) sealed proposals must be submitted no later than Monday, March 30, 2025 (either mail or hand delivered):

City of Altoona
1301 Twelfth Street, Suite 400
Altoona, PA 16601
c/o Diana White, Director of Community Development

If additional information is needed, please contact Diana White via email dwhite@altoonapa.gov or phone 814-949-2470.

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- Section 1. BACKGROUND
- Section 2. GENERAL TERMS
- Section 3. SCOPE OF WORK
- Section 4. DEVELOPER QUALIFICATIONS
- Section 5. REQUIRED SUBMITTALS
- Section 6. EVALUATION CRITERIA
- Section 7. SAMPLE DEVELOPER'S AGREEMENT
- Section 8. PRELIMINARY SITE PLAN SKETCH PLANS (for information only)

ATTACHMENTS

Attachment A – GIS site view

Attachment B – Sample Developer Agreement

Attachment C – Preliminary Site Plan Sketch Plans (for information only)

Attachment D – ARPA Income Limits

SECTION 1. BACKGROUND

Project Overview:

The RAA has acquired six (6) parcels located at 1822-1832 14th Avenue and 1408 19th Street in the City of Altoona (hereinafter referred to as the “**14th Avenue Housing Development Project.**” A GIS image of the site is attached. The goal of the RAA is to work with a developer to who has a strategic vision and passion to build single family attached and/or detached housing units to support that growing market and also to help increase property value of the surrounding neighborhood.

Project Objectives:

- Foster positive community momentum through new development.
- Enhance community assets through public improvements by providing new sidewalks, storm sewer, sanitary sewer and water infrastructure.

Background:

The RAA had a positive past presence in the City of Altoona related to redeveloping blighted properties in Altoona into economic opportunities. Over time, the RAA faced funding and personnel challenges that had limited its ability to provide new opportunities. The City of Altoona’s new comprehensive plan, *All Together Altoona*, provides a framework through partnerships such as the RAA, to focus on blight remediation and economic development.

Various neighborhoods, including the subject property, continue to face blight and deteriorating housing stock. This project will play a part in the transformation of housing stock in the City.

This project also has an opportunity to be partially funded by a grant from the American Rescue Plan Act (ARPA) funds. If funds are requested, state prevailing page rates will apply.

SECTION 2. GENERAL TERMS

- The RAA reserves the right to reject any or all proposals and to select the proposal that it determines to be in the best interest of the RAA.
- The contract is subject to the approval of the RAA and is effective only upon their approval.
- Proposers are bound by the deadline and location requirements for submittals in response to this RFP as stated above.
- Proposals will remain effective for the RAA’s review and approval for 60 days from the deadline for submitting proposals.
- If only one proposal is received by the RAA, it may negotiate with the proposer or seek additional proposals on an informal or formal basis during the 60-day period that proposals are effective.
- The proposer is encouraged to add to, modify, or clarify any scope of work items it deems

appropriate to develop a high-quality plan for consideration. All ancillary items should be identified with an explanation. However, the scope of work proposed must accomplish the goals and work stated below.

SECTION 3. SCOPE OF WORK

The Redevelopment Authority of Altoona 14th Avenue Housing Development Project **Scope of Work (SOW)**

The RAA is seeking proposals from qualified developers to design and construct a housing development on six (6) parcels located at 1822-1832 14th Avenue and 1408 19th Street in the City of Altoona. The vision of the Authority is to invest in the community and provide market rate, single family attached and/or detached housing units. Units are envisioned as two (2) to three (3) bedroom units. Other size units may be presented but should be in addition to the above mentioned.

The developer will be responsible for the entire project, including survey, land development and zoning consistent with City ordinances. Lots could be consolidated for more efficient layout. This is also the responsibility of the developer. A site layout including on-street and on-site parking shall be included. The developer will be responsible for the construction of the project.

American Rescue Plan Act (ARPA) funds are available for the project on a reimbursement basis. The developer should indicate the amount of grant subsidy requested, and how those funds would be used, to make the project viable. Infrastructure costs as well as per unit subsidy are eligible but must be specified. Preference will be given to project subsidy requests that are for infrastructure including new sidewalks, storm sewer, sanitary sewer and water infrastructure. If subsidy is requested, the project will be subject to Pennsylvania prevailing wage rates. In addition, the homes must be sold or rented to income eligible households (120% of median for the area, see Attachment A) for a 20-year affordability period beginning with the first sale/lease up. For owner-occupied units, this takes form as a deed restriction from the initial sale date, and incomes are qualified at sale only. The RAA expects work to begin in 2025. ARPA grant funds must be expended by September 30, 2026.

The developer shall submit to the RAA for review at minimum: Site layout plan, project schedule, total units built/ SF size of units, funding availability/commitment(s) for the work, purchase price of the property (if applicable), sales or rental business models including target range for purchase/rent, and a schedule of values for all major items of work.

Developer will also be required to enter into a developer's agreement to assure project completion.

Develop concept drawings either based on existing sketches or proposed sketches.

Provide a detailed cost estimate for the development of the proposed facilities. The cost estimate should include: engineering and other professional services cost; construction and materials cost; project administration cost; and a contingency of at least 10% of the construction cost estimate.

The site development drawing(s) must show, in enough detail, the proposed full development of the site(s). Include common items required through the City of Altoona's land development and zoning process. It is anticipated that stormwater control will be required for the cumulative impervious area even if parcels remain separate.

The Authority is working to clear the title to the property through an anticipated quiet title action. It is expected that clear title will be confirmed at some point in 2025. Clear title cannot be transferred

from the Authority to the developer until that occurs. This condition of the title can be addressed in multiple ways, and each developer should indicate if it has a preference for one over the other, or whether the proposal is contingent on any specific one. These multiple options for dealing with the title are as follows: (1) The successful developer can take whatever title the Authority has, via quitclaim deed, at the outset of the project; (2) The successful developer and the Authority can enter into an agreement that provides the successful developer with access to the property to begin work prior to the transfer of title, with the expectation that title will be transferred either upon completion of the quiet title action or completion of the development work to be done at the property; or (3) the successful developer can wait to begin work at the site until the Authority is able to provide clean title.

Developers shall include a \$1,000.00 check payable to the "Redevelopment Authority of Altoona" with their proposal. Upon selection of a developer, this will be deposited into an escrow account for legal counsel fees and costs related to the Developer's Agreement and other transaction costs. This is non-refundable to the successful party. Unsuccessful parties will have checks returned to them.

SECTION 4. DEVELOPER QUALIFICATIONS

General Developer Qualifications:

- A. Successful completion of housing projects of the specified project type.
- B. Project Funding Availability
- C. Design experience in park and housing facilities.
- D. Prior experience in working on land developments within the City of Altoona.
- E. Project Team including proposed design professional and subcontractors.

SECTION 5. REQUIRED SUBMITTALS

A. Letter of Transmittal

This letter must include the following:

- A statement demonstrating your understanding of the work to be performed.
- A statement confirming that the firm meets the Developer Qualifications (see Section 4 above).
- The firm's contact person and telephone number.

B. Profile of Development Team

This consists of the following:

- A statement of the team's experience in conducting work of the nature sought by this RFP.
- The location of the principal's office that will ultimately be responsible for the project.

- Summary of team member's (consultants, financiers, sub-contractors, etc.) proposed to conduct the work and the specific duties of each in relation to the work.
- A reference list of at least three (3) prior projects with contact information (if applicable).
- Any other information relating to the capabilities and expertise of the team in doing comparable work.

C. Methods and Procedures

The proposal must include a detailed description of the methods and procedures the developer will use to perform the work. Inclusion of examples of similar work is encouraged.

D. Work Schedule

The schedule must include time frames for each major work element, and dates for completion of draft and final documents.

E. Cost

- For each major work element, include costs to produce a total contract price.
- If Developer plans to include a monetary amount for the purchase of parcels, this should be included in proposal.

SECTION 6. EVALUATION CRITERIA

A. Technical Expertise and Experience

The following factors will be considered:

- The developer's experience in performing similar work
- The expertise and professional level of the proposed team
- The clarity and completeness of the proposal and the developer's demonstrated understanding of the work to be performed

B. Procedures and Methods

The following factors will be considered:

- The sequence and relationships of major steps
- The methods for managing the work to ensure timely and orderly completion

C. Cost

The following factors will be considered:

- Developer's ability to provide a responsible overall project cost
- Relationship of developer costs to available funding sources
- Purchase price of parcels (if applicable) or proposed rental range of units.

- Any other factor developer would like to include

D. Site and Housing

The following factors will be considered:

- Proposed units constructed
- Proposed sales or rental range of units
- Size/Shape/Aesthetics of site configuration
- Maintenance Plan (if applicable)
- Type of development (sale vs. rental)

Any or all firms submitting proposals may be invited to give an oral presentation of their proposal.

SECTION 7. Developers Agreement

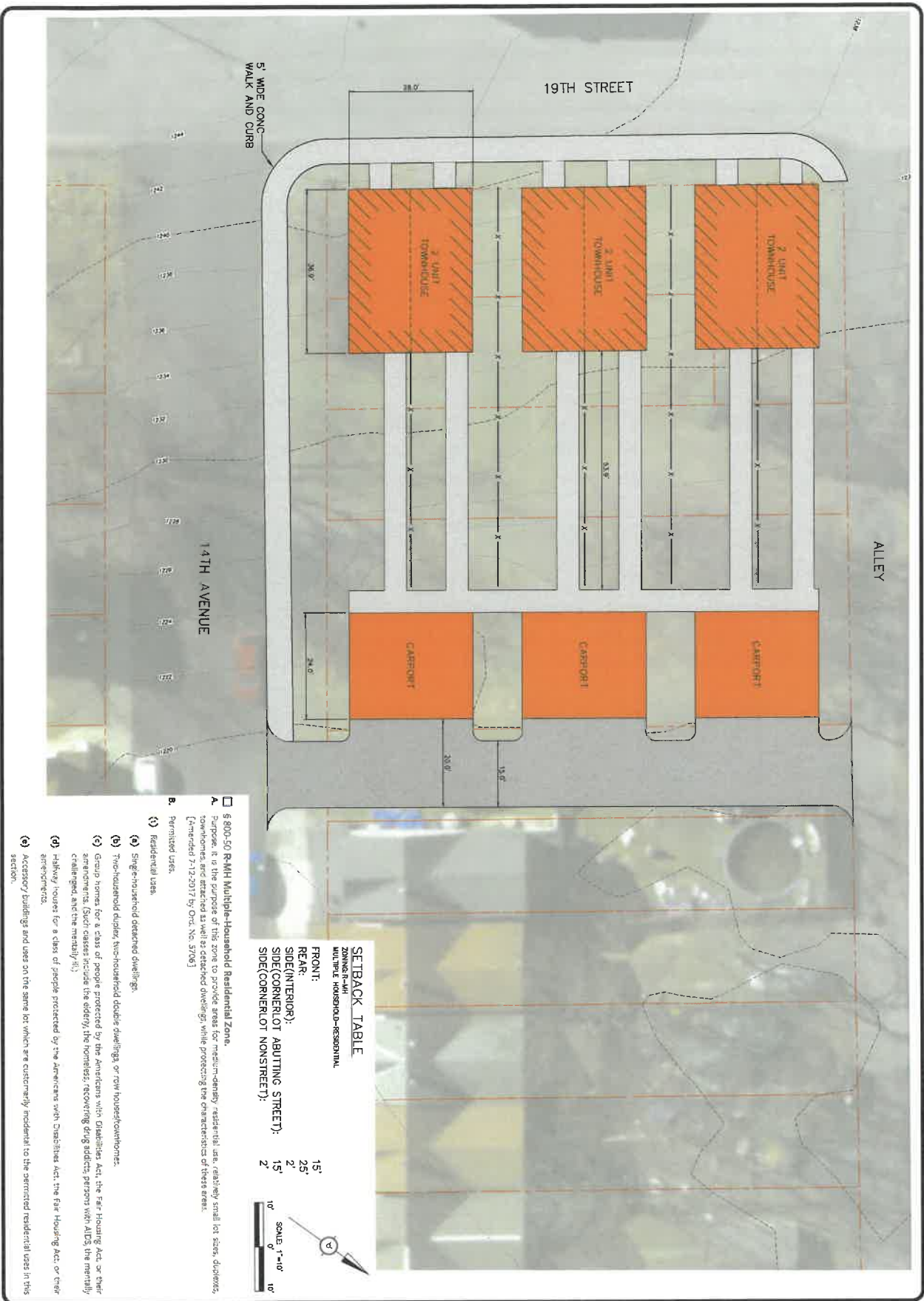
A sample developer's agreement is attached for review. The RAA will enter into the agreement with the successful developer. The RAA reserves the right to modify or negotiate the terms of an agreement.

SECTION 8. Preliminary Site Plan Sketch Plans (for information only)

Preliminary sketch plans are attached for information. These plans were prepared by a local engineering firm. These are for information only and not prescribed.

ATTACHMENTS

- Attachment A – GIS site view
- Attachment B – Sample Developer Agreement
- Attachment C – Preliminary Site Plan Sketch Plans (for information only)
- Attachment D – ARPA Income Limits



SETBACK TABLE
 ZONING: R-MH
 MAP ID: HOUSING-D-RESIDENTIAL

FRONT:	15'
REAR:	25'
SIDE(INTERIOR):	2'
SIDE(CORNER LOT ABUTTING STREET):	15'
SIDE(CORNER LOT NON-STREET):	2'

SCALE: 1"=10'
 10' 0' 10'

- § 800-50 R-MH Multiple-Household Residential Zone.
- A.** Purpose: It is the purpose of this zone to provide areas for medium-density residential use, exclusively small lot sizes, duplexes, townhomes, and attached as well as detached dwellings while protecting the characteristics of these areas. (Amended 7-12-2017 by Ord. No. 5706)
- B.** Permitted uses.
 - (1) Residential uses.
 - (2) Single-household detached dwellings.
 - (3) Three-household duplex, two-household double dwellings, or row houses/townhomes.
 - (4) Group homes for a class of people protected by the Americans with Disabilities Act, the Fair Housing Act, or their state equivalents. (Such classes include the elderly, the homeless, recovering drug addicts, persons with AIDS, the mentally challenged, and the mentally ill.)
 - (5) Halfway houses for a class of people protected by the Americans with Disabilities Act, the Fair Housing Act, or their state equivalents.
 - (6) Accessory buildings and uses on the same lot which are customarily incidental to the permitted residential uses in this section.

Drawing No. C-0.01	14TH AVENUE/19TH STREET HOUSING CONCEPT PLAN FOR THE CITY OF ALTOONA BLAIR COUNTY, PENNSYLVANIA CONCEPT PLAN - 3-2 UNIT TOWNHOUSES W/ CARPORTS	 <small>INCORPORATED 1987</small> Blair County, Pennsylvania www.eadsgrp.com 800.944.8882 PENNsylvania MARYland WEST VIRGINIA	Scale AS NOTED Date AUGUST 2024 Drawn By HJW Checked By DJS Project No. XXXXX Client No. XXXX	<table border="1" style="width: 100%; border-collapse: collapse;"> <thead> <tr> <th>No.</th> <th>Sheet Revisions</th> <th>Date</th> </tr> </thead> <tbody> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> <tr><td> </td><td> </td><td> </td></tr> </tbody> </table>	No.	Sheet Revisions	Date													Seal Date
	No.	Sheet Revisions	Date																	



SETBACK TABLE

ZONING: R-1MH
MULTIPLE HOUSEHOLD-RESIDENTIAL

FRONT:	15'
REAR:	25'
SIDE(INTERIOR):	2'
SIDE(CORNERLOT ABUTTING STREET):	15'
SIDE(CORNERLOT NONSTREET):	2'

SCALE: 1"=10'

- ☐ **\$800-50 R-1MH Multiple-Household Residential Zone.**
Purpose: It is the purpose of this zone to provide areas for medium-density residential uses, relatively small lot sizes, duplexes, townhomes, and attached as well as detached dwellings while protecting the character/sticks of these areas.
[Amended 7-12-2017 by Ord. No. 5705]
- B. Permitted uses:**
 - ☑ Residential uses:
 - ☑ Single-household detached dwellings.
 - ☑ Two-household duplex, two-household double dwellings, or row houses/townhomes.
 - ☑ Group homes for a class of people protected by the Americans with Disabilities Act, the Fair Housing Act or other amendments. (Such cases include the elderly, the homeless, recovering drug addicts, persons with AIDS, the mentally challenged, and the mentally ill.)
 - ☑ Halfway houses for a class of people protected by the Americans with Disabilities Act, the Fair Housing Act, or their amendments.
- ☑ Accessory buildings and uses on the same lot which are customarily incidental to the permitted residential uses in this section.

Drawing No.
C-0.03

14TH AVENUE/19TH STREET HOUSING CONCEPT PLAN FOR THE CITY OF ALTOONA BLAIR COUNTY, PENNSYLVANIA CONCEPT PLAN - 2 DUPLEXES



Scale	AS NOTED
Date	AUGUST 2024
Drawn By	HJW
Checked By	DJB
Project No.	XXXXX
Client No.	XXXX

No.	Sheet Revisions	Date

Seal

Date