

**MINUTES FROM THE REGULAR MONTHLY MEETING OF THE  
READING REDEVELOPMENT AUTHORITY OF THE CITY OF  
READING HELD ON 16<sup>th</sup> JANUARY 2013**

The Redevelopment Authority of the City of Reading held the regular Monthly Meeting at 815 Washington Street, Room 2-53 in the City of Reading, County of Berks, and Commonwealth of Pennsylvania, on 16<sup>th</sup> day of January, 2013.

The meeting was called to order at 5:02 p.m. by Mr. Tod Auman, Chairman and on roll call, the following were present:

Mr. Phil Coles	Vice-Chair
Mr. Dan Luckey	Member
Mr. Theo. Auman	Chairman
Mr. James Radwanski	Member

Absent:

Ms. Michele Lauter	Treasurer/Secretary
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Also present were:

Mr. Adam Mukerji, Executive Director  
Mr. Keith Mooney, Barely, Snyder

Upon roll call, Mr. Mukerji declared a quorum.

**Minutes & Finance report**

Finance report was approved.

**Re-appointment of Mr. Luckey**

The board discussed re-appointing Mr. Luckey for another four year term as his current term is up at the end of January. Mr. Money stated that the Mayor would need to formally re-appoint Mr. Luckey.

A motion was made and moved unanimously to have Mr. Luckey serve another four year term. Mr. Luckey abstained from the vote.

## Property Acquisition and Demolition Agreement between RRA and City

Mr. Mukerji handed out a packet containing the agreement between the RRA and the City of Reading for property acquisitions and demolitions. He explained that the City has produced a “counter” agreement to the agreement that Mr. Mooney originally suggested. Mr. Mukerji stated that what this new agreement states is that the RRA take on the brunt of the work load. The fee element and compensation to the RRA from the City is nearly next to nothing. Most of the funding for BPRC activities comes from CDBG and this grant is full of strings with many requirements and tedious documentation.

Mr. Mooney stated that after reviewing the City’s new agreement, he saw that the City wants to shift all of the CORE responsibilities away from the City to the RRA. Mr. Auman asked if that included the maintenance and financial responsibilities. Mr. Mooney replied to the affirmative, but stated that the City has agreed to either be responsible to maintain the properties or will provide funding for the maintenance for any properties the RRA takes on.

Mr. Auman stated that he does not recommend accepting any requirements of any type of properties the RRA needs to take. Mr. Luckey stated that the RRA would have the ultimate control as to what properties they file for emanate domain.

Mr. Mooney advised that the way the new agreement is written, the City wants RRA to come up with a plan for a property for disposition. The RRA is to develop a redevelopment plan or a disposition plan for each property. Mr. Mooney’s comment on this was if the City selects which properties the RRA is to acquire, why would the RRA take the property without an end use already in place?

Mr. Auman stated that as long as the agreement does not state that the RRA “must” take a property and does not limit RRA on disposition, the agreement could be considered. He does not want the RRA to have their hands tied by the City on having to take properties they are not interested in acquiring. Mr. Auman asked who was drafting this agreement. Mr. Mooney stated that it was coming from the Managing Director, Ms. Carole Snyder.

Mr. Auman stated that he did not want the RRA to enter into any agree with the City that could, in the future, allow the City to turn around and say that this project (CORE) is no longer their responsibility if for some reason the project no longer works out. He does not want the City to feel

that they can just relinquish their responsibility and leave a debunked project in the hands of the RRA to clean up and handle.

Mr. Auman used the RRA acquired property on N. 4<sup>th</sup> Street, for CORE, as an example. He asked where are the updates, who is running the project, who's marketing it, what's being done to get this property sold and back on the tax records. He would like to see this property be successful before moving forward on any other properties for CORE.

Mr. Mukerji stated that in regard to the N 4<sup>th</sup> property, located in the heart of Centre Park, he feels that it's too large of a property for someone to afford the renovations that it would take to de-convert the property from a three unit house to a single family home. This was his personal fear from the beginning of this project. No one wants to pay over \$100,000 to purchase and renovate the property.

Mr. Auman asked who was taking care of the upkeep on the property currently. Mr. Mooney answered; Community Development and Mr. Mukerji stated that the City has a commitment to reimburse the RRA for any money spent on the property. RRA has already paid for the roof repair and clean up on the property, which the City has yet repaid.

Mr. Luckey stated that if another property is brought to the RRA for a CORE acquisition, the board simply must decline until they can see that the N 4<sup>th</sup> Street property is moving forward and that the program is working.

Mr. Auman agreed, stating that the RRA cannot continue to manage the one property that they've already agreed to let alone adding several more properties.

Mr. Mukerji again stated that after reading the new agreement it was his understanding that the City expects the RRA to take any and all properties that the City wants them to take. By agreeing to this, the City is going to exhilarate the amount of properties that come to the RRA. The question he posed to the board was, is this a pragmatic approach to an agreement that both parties have agreed too?

The City is actively working on a Land Bank Ordinance which would make the Land Bank an independent entity, separate from the RRA, which would leave the RRA with no control. No one from the City has contacted Mr. Mukerji or Mr. Mooney for any input.

Mr. Mukerji stated that he has discussed the matter with one person who is working to help the City with the land bank and he has suggested

that the land bank become an affiliate or a subsidiary to the RRA, which would make perfect sense, but the City is set on having this become a separate entity.

Mr. Auman made his feelings very clear, stating that there are only so many resources that the RRA has and in his estimation they are sacred and he does not want to have them mitigated by spreading the RRA too thin. He wants the RRA to focus on what they want to do. The RRA does not have the capital, for the City's projects and it is his fear that the City is looking for opportunities, as an accounting move, to remove these properties off of the city's hands by moving them from one spreadsheet to the next which would mitigate the RRA's cash flow.

Mr. Luckey stated that the agreement must once again be renegotiated to what the RRA can agree with.

Mr. Auman stated that the diplomatic response to this agreement is to state, "The RRA appreciates your attention to this matter. We, too, feel this is an important topic, however, the terms as they have been presented are tough for the RRA to agree too."

Mr. Luckey stated that the CD Director, Mr. Lenin Agudo should be present at the next RRA meeting to discuss this at greater length. Mr. Auman agreed stating that his representation at the meeting would be appreciated.

Moving on to one more topic regarding BPRC, Mr. Mooney advised the board that he is moving forward with the sale of 1459 Fairview Street to NHS. There is an agreement with NHS to take over the property, which has been condemned. The declaration of taking has been awarded by Judge Schmehl, which costs \$5,000.00 and that payment is to be made in the next few days and then the deed will be handed over to NHS.

The property at 302 N. 4<sup>th</sup> Street is moving along the process to be sold to Habitat. Appraisals for the property have been completed and there is a \$1,000 gap that the lawyers are negotiating.

Mr. Mukerji explained to the board the appraisal process that the CD office must follow because of the CDBG funds that are used to pay for the project. The legal process can take months, a fact that some in City Hall fail to understand.

#### Executive Director Updates

Mr. Mukerji advised the board that he had met with the Berks County Tax Assessment council to help assist with acquiring as many properties in the 900 block of Penn Street. The RRA has already acquired several properties in this block, included the most recognized Asian influenced building at 932 Penn Street. The board has also purchased 937 Cherry St. which is behind the properties on Penn.

Mr. Mukerji also advised that he is trying to do the same down on Chestnut Street, near the 212 S. 8<sup>th</sup> Street property with the goal to find developers or a developer who can either rehab the buildings or demolish them and redevelop the area as a whole. He told the board that he and his staff recently, with the assistance of Synergy Environmental, applied to the EPA for an assessment grant. The amount of the application was for \$400,000. This is to help with any petroleum and other hazardous materials.

The board learned that it has been offered a \$1 million line of credit from Fulton Bank. Mr. Auman said that the line of credit will be significant in the redevelopment and reconfiguration of neighborhoods.

He said this gives the RRA the capacity to start small and deliver the results. As long as the RRA delivers and shows progress, a momentum will be created to receive more money.

The RRA will plan to use the line of credit to assist its efforts to acquire and demolish blighted properties in the city.

Mr. Mukerji stated that he has also applied to the Berks County Community Development Office for an affordable housing program grant. This grant would give the RRA \$60,000 to pay for demolishing on blighted properties. These are non federal funds.

The hotel is ready for groundbreaking any day now, but probably won't happen until closer to spring, but all documents have been signed and the project is ready to move forward.

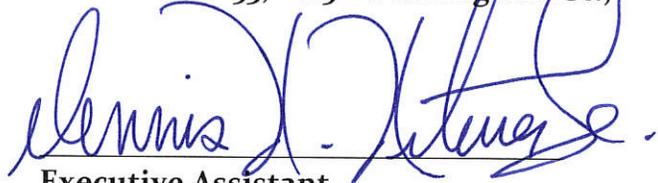
#### Executive Session

At this time the board entered into an executive session to discuss the purchase and sale of real estate.

There being no further business to be brought before the board, Ms. Lauter made a motion to adjourn the meeting; all members were in favor.

The next regular monthly meeting of the Reading Redevelopment Authority is scheduled to be held on 5<sup>th</sup> December 2012 at 5:00 p.m. in the Redevelopment Authority Conference Room 2-53, 815 Washington St., Reading, PA.

Respectfully submitted by:

  
Executive Assistant

**MINUTES FROM THE REGULAR MONTHLY MEETING OF THE  
READING REDEVELOPMENT AUTHORITY OF THE CITY OF  
READING HELD ON 20<sup>th</sup> FEBRUARY 2013**

The Redevelopment Authority of the City of Reading held the regular Monthly Meeting at 815 Washington Street, Room 2-53 in the City of Reading, County of Berks, and Commonwealth of Pennsylvania, on 20<sup>th</sup> day of February, 2013.

The meeting was called to order at 5:00 p.m. by Mr. Tod Auman, Chairman and on roll call, the following were present:

Mr. Dan Luckey	Member
Mr. Theo. Auman	Chairman
Mr. James Radwanski	Member
Ms. Michele Lauter	Treasurer/Secretary

**Absent:**

Mr. Phil Coles	Vice-Chair
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**Also present were:**

Mayor Vaughn Spencer  
Mr. Adam Mukerji, Executive Director  
Mr. Dennis Witwer, Executive Assistant  
Mr. Keith Mooney, Barely, Snyder  
Mr. Craig Peiffer, City Zoning Manager  
Ms. Kayla Krott, Zoning Intern  
Mr. John Kromer

Upon roll call, Mr. Witwer declared a quorum.

**Minutes & Finance report**

The Minutes and Finance report was approved.

**900 Block Penn Street Fencing**

Mr. Mukerji introduced Mr. Craig Peiffer to the board. Mr. Peiffer gave a brief power point presentation which showed outlined the properties in the 900 block on Penn Street which have recently been acquired by the

RRA. Mr. Peiffer explained that the owner of the property directly adjacent to the RRA's properties (924 Penn Street) is leasing parking spaces on their property. Mr. Peiffer pointed out that in order for these people to park on the gravel lot, they must cross through RRA property. It is the zoning offices desire to have the RRA erect a fence on the Cherry Street entrance to the properties so that no one will be able to trespass. Not only will this resolve the problem of the parking issue, but it will also help secure the RRA's properties as well.

Ms. Lauter stated she felt this would be a wise idea, especially for the security of the properties which the authority owns. She said that she is always concerned about liabilities on their properties and erecting a fence to keep people off their properties is a good move.

Mr. Mukerji reminded the board that they own the properties at 926-932 Penn Street and the property at 927 Cherry Street.

Ms. Lauter made a motion permitting Mr. Mukerji to contract with someone to erect a permanent fence on the Cherry Street property. The fence is to be erected as soon as possible. Mr. Radwanski seconded the motion, with all members in favor.

### Land Bank

Mr. Kromer stood before the board to discuss some new Land Bank legislation, which will be a useful tool to the RRA once they start acquiring more properties in the future. He mentioned that he has been working closing with representatives from the City to move forward in creating a Land Bank in the City of Reading. He has also been in contact with the County of Berks representatives who are very supportive in helping the city in their endeavors.

With the Pennsylvania Land Bank Act recently passed by the state Legislature, the board discussed how the act could help the city to recover blighted, vacant and tax-delinquent properties for new economic growth.

Mr. Kromer said, Reading is far ahead of most municipalities that are considering this issue. He said that according to the organization Smart Growth America: "The new legislation enables municipalities in Pennsylvania to create land banks, local entities that can hold and manage vacant properties and direct their reuse and redevelopment."

Mr. Kromer said City Council will review the land bank concept at an upcoming work session and that he is already working on a draft ordinance for creating the new organization, its board and operating regulations.

Mr. Auman said a land bank will enable Reading to put together marketable tracts of land to develop for commercial, industrial or manufacturing uses. Few of the delinquent parcels we now own are appropriate for such development.

Mr. Luckey said he is eager to see blighted properties being rehabilitated and marketed to developers to be put back to beneficial use as quickly as possible.

Mr. Kromer emphasized that the authority would play the most important role in making sure that good properties are selected for such marketing.

Mr. Mukerji stated that the RRA and the City is trying to stop speculators and control development that is desirable and according to the city's master plan.

#### Executive Director Updates

Mr. Mukerji gave a brief update on the Hotel. There are only a few legal aspects regarding financing that must be ironed out before construction starts. Ground breaking should be in the beginning of the spring.

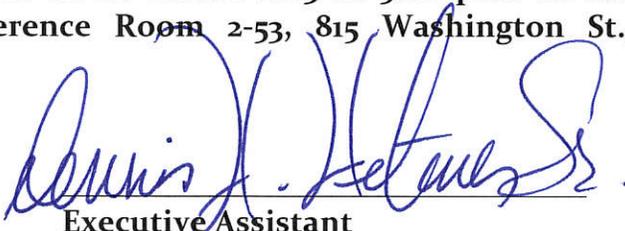
#### Executive Session

At this time the board entered into an executive session to discuss the purchase and sale of real estate.

There being no further business to be brought before the board, Ms. Lauter made a motion to adjourn the meeting; all members were in favor.

The next regular monthly meeting of the Reading Redevelopment Authority is scheduled to be held on 20 March 2013 at 5:00 p.m. in the Redevelopment Authority Conference Room 2-53, 815 Washington St., Reading, PA.

Respectfully submitted by:

  
Executive Assistant

**MINUTES FROM THE REGULAR MONTHLY MEETING OF THE  
READING REDEVELOPMENT AUTHORITY OF THE CITY OF  
READING HELD ON 20<sup>th</sup> MARCH 2013**

The Redevelopment Authority of the City of Reading held the regular Monthly Meeting at 815 Washington Street, Room 2-53 in the City of Reading, County of Berks, and Commonwealth of Pennsylvania, on 20<sup>th</sup> day of March, 2013.

The meeting was called to order at 5:00 p.m. by Mr. Tod Auman, Chairman and on roll call, the following were present:

Mr. Theo. Auman	Chairman
Mr. James Radwanski	Member
Ms. Michele Lauter	Treasurer/Secretary
Mr. Phil Coles	Vice-Chair

**Absent:**

Mr. Dan Luckey	Member
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**Also present were:**

Mayor Vaughn Spencer  
Mr. Adam Mukerji, Executive Director  
Mr. Dennis Witwer, Executive Assistant  
Mr. Keith Mooney, Barely, Snyder  
Mr. Chris Reber, Reading Eagle

Upon roll call, Mr. Witwer declared a quorum.

**Minutes & Finance report**

The Minutes and Finance report was approved.

**Executive Director Report & BPRC Updates**

Mr. Mukerji and Mr. Mooney updated the board as to where things stood with the properties in the 300 block of N 4<sup>th</sup> Street. There is still some debate regarding whether or not review appraisals need to be

carried out on these properties and if so, who should be ordering the reviews. Mr. Mukerji stated that because HUD money is being used in the process of taking BPRC properties, it should be the responsibility of the CD Department to order the appraisals.

Mr. Tim Daley of Habitat For Humanity has been updated on the progress of these properties. Habitat will be the recipient of these properties once the eminent domain process is completed. They will have families help with the rehab of the properties which they will then move into.

The board discussed having a checklist in place for future eminent domain projects. The checklist will be a step-by-step process list which everyone involved will follow. This comprehensive list will help everyone follow where in the process each property is at and help identify any problems that may arise.

Mr. Mukerji also stated that RRA is about a week away from obtaining ownership of a property at 1459 Fairview Street. The property will then be handed over to Neighbor Housing Services. This property will be rehabbed and then sold to a family in need.

Mr. Auman stated that it is very important to get these properties back on the tax rolls.

### Executive Session

At this time the board entered into an executive session to discuss a sales agreement for the Navy Marine Corp. Reserve building.

New Land Banking laws and regulations were also discussed.

There being no further business to be brought before the board, Mr. Radwanski made a motion to adjourn the meeting; all members were in favor.

The next regular monthly meeting of the Reading Redevelopment Authority is scheduled to be held on 17<sup>th</sup> April 2013 at 5:00 p.m. in the Redevelopment Authority Conference Room 2-53, 815 Washington St., Reading, PA.

Respectfully submitted by:

  
Executive Assistant

**MINUTES FROM THE REGULAR MONTHLY MEETING OF THE  
READING REDEVELOPMENT AUTHORITY OF THE CITY OF  
READING HELD ON 17<sup>th</sup> APRIL 2013**

The Redevelopment Authority of the City of Reading held the regular Monthly Meeting at 815 Washington Street, Room 2-53 in the City of Reading, County of Berks, and Commonwealth of Pennsylvania, on 17<sup>th</sup> day of April, 2013.

The meeting was called to order at 5:00 p.m. by Mr. Tod Auman, Chairman and on roll call, the following were present:

Mr. Theo. Auman	Chairman
Mr. Phil Coles	Vice-Chair (via telephone)
Mr. Dan Luckey	Member

**Absent:**

Mr. James Radwanski	Member
Ms. Michele Lauter	Treasurer/Secretary

**Also present were:**

Mayor Vaughn Spencer  
Mr. Adam Mukerji, Executive Director  
Mr. Dennis Witwer, Executive Assistant  
Mr. Keith Mooney, Barely, Snyder  
Mr. Lenin Agudo, Community Development Director

Upon roll call, Mr. Witwer declared a quorum.

**Minutes & Finance report**

The Minutes and Finance report was approved.

**7<sup>th</sup> & Penn Hotel Project**

Mr. Mooney presented to the board, Resolution 1-2013:

A RESOLUTION OF THE REDEVELOPMENT AUTHORITY OF THE CITY OF READING AUTHORIZING ADAM MUKERJI, EXECUTIVE DIRECTOR OF THE REDEVELOPMENT AUTHORITY OF THE CITY OF READING TO EXECUTE AND ENTER INTO THE SECOND AMENDMENT TO THE SALES AGREEMENT WITH READING HOSPITALITY, LLC OR THEIR ASSIGNEES, (HEREINAFTER "READING HOSPITALITY") FOR THE SALE AND CONVEYANCE OF A SEVENTY-EIGHT THOUSAND SIX HUNDRED THIRTY-NINE (78,639) SQUARE FOOT, MORE OR LESS, PARCEL OF LAND LOCATED IN THE 700 BLOCK OF PENN STREET, IN THE CITY OF READING, COMMONLY KNOWN AS A PORTION OF 701 PENN STREET (THE "PREMISES"), AND RATIFYING HIS EXECUTION AND ENTERING INTO THE FIRST AMENDMENT TO SAID AGREEMENT.

**After a brief discussion Mr. Luckey made a motion to approve the resolution. Mr. Coles seconded the motion, all were in favor.**

**Along with the resolution Mr. Mooney produced the "Second Amendment to the Agreement of Sale for Real Estate, which read:**

This Second Amendment to Agreement of Sale for Real Estate ("First Amendment") is made as of this 17<sup>th</sup> day of April, 2013 (the "Effective Date") by and between the REDEVELOPMENT AUTHORITY OF THE CITY OF READING, a Redevelopment Authority organized and existing under the Urban Redevelopment Law of the Commonwealth of Pennsylvania, having offices located at 815 Washington Street, Reading, Berks County, Pennsylvania 19601 (the "Seller") and READING HOSPITALITY, LLC, a Pennsylvania limited liability corporation, with its principal offices located at 4500 Perkiomen Avenue, Reading, Pennsylvania 19606 (the "Buyer").

**The board approved of the agreement.**

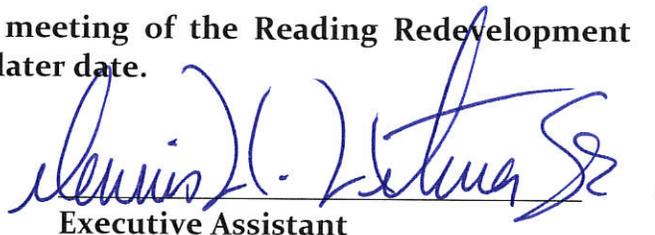
### **Executive Session**

**At this time the board entered into an executive session to discuss a staff benefits package and other staff related matters.**

**There being no further business to be brought before the board, Mr. Coles made a motion to adjourn the meeting; all members were in favor.**

**The next regular monthly meeting of the Reading Redevelopment Authority will be determined at a later date.**

Respectfully submitted by:

  
Executive Assistant

**MINUTES FROM THE REGULAR MONTHLY MEETING OF THE  
READING REDEVELOPMENT AUTHORITY OF THE CITY OF  
READING HELD ON 21<sup>st</sup> MAY 2013**

The Redevelopment Authority of the City of Reading held the regular Monthly Meeting at 815 Washington Street, Room 2-53 in the City of Reading, County of Berks, and Commonwealth of Pennsylvania, on 21<sup>st</sup> day of May, 2013.

The meeting was called to order at 5:00 p.m. by Mr. Tod Auman, Chairman and on roll call, the following were present:

Mr. Theo. Auman	Chairman
Mr. Phil Coles	Vice-Chair (via telephone)
Mr. James Radwanski	Member
Ms. Michele Lauter	Treasurer/Secretary

**Absent:**

Mr. Dan Luckey	Member
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**Also present were:**

Mr. Adam Mukerji, Executive Director  
Mr. Dennis Witwer, Executive Assistant  
Mr. Keith Mooney, Barely, Snyder

Upon roll call, Mr. Witwer declared a quorum.

**Minutes & Finance report**

The Minutes and Finance report was approved after a brief discussion regarding staff insurance plan. Mr. Auman asked why the two RRA staff members had not yet been placed back onto the City's insurance plan, with the understanding that the RRA would reimburse the City for the coverage. Mr. Mukerji and Mr. Witwer both stated that this topic has come up many times over the last 2 years with members of City Hall and has yet to be carried out. Mr. Mukerji also stated that he spoke with the City's auditor, Mr. David Cituk, who is in agreement with Mr. Mukerji that there is no reason why the City could not add the RRA staff to its insurance plan.

Mr. Witwer said that it has been his understanding that the Human Resources department could be the hold up on this matter.

Mr. Auman advised that Mr. Mukerji bring this matter up with the Mayor and to address it in a formal letter.

### Executive Director's Report

Mr. Mukerji updated the board on his progress with a property on Washington Street which the RRA is very eager to purchase. He stated that he has had great success in dealing with the Bank which holds the note on the property; however they are still being difficult when it comes to negotiating the settlement for the note. The note is \$300,000. Mr. Mukerji is optimistic, though, that this sale could be completed by the end of June.

If the deal goes thru, there would be a total of 12 properties that would be transferred to the RRA's ownership.

The Board voted on and passed Resolution 2-2013 which authorizes Mr. Mukerji to negotiate and purchase the note for 301 Washington and the 11 other properties associated with said note.

Mr. Mukerji informed the board that he is trying to negotiate a new Parking Management Agreement with the Reading Parking Authority (RPA) for the parking lots they manage for the RRA. He stated that the RPA has been short changing the RRA for many years, while under the director of Mr. Larry Lee. Mr. Mukerji hopes to rectify this matter.

Mr. Mukerji stated that he is still working on the Navy/Marine Center. He heard back from the Navy and they have indicated that they will not change anything regarding the contract. Mr. Mukerji advised that the RRA keep the property for the designated 3 years before moving forward with entering any agreements for purchase.

Regarding 219 Buttonwood Street, A.K.A. the Argo Building site, is just about ready to be sold to Dollar General. Mr. Mukerji stated that the sale price will be \$250,000. The City will get a portion of the proceeds.

Lastly, Mr. Mukerji told the board that he has asked the City to place 212 S. 8<sup>th</sup> Street on their Emergency Demolition list. He has applied for a \$200,000 Assessment Grant to help with the redevelopment of the property and will be apply for other money in the future.

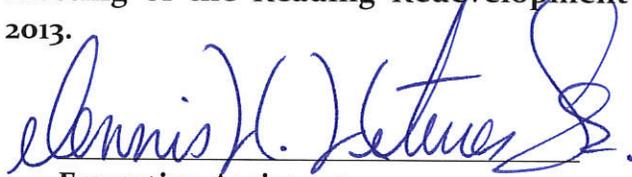
### Executive Session

At this time the board entered into an executive session to discuss a staff benefits package and other staff related matters. They agreed to hire Mosteller & Associates to put together an evaluation format that they will use in the future when doing staff reviews.

There being no further business to be brought before the board, Mr. Coles made a motion to adjourn the meeting; all members were in favor.

The next regular monthly meeting of the Reading Redevelopment Authority will be held on 19<sup>th</sup> June 2013.

Respectfully submitted by:

  
Executive Assistant

**MINUTES FROM THE REGULAR MONTHLY MEETING OF THE  
READING REDEVELOPMENT AUTHORITY OF THE CITY OF  
READING HELD ON 19<sup>th</sup> JUNE 2013**

The Redevelopment Authority of the City of Reading held the regular Monthly Meeting at 815 Washington Street, Room 2-53 in the City of Reading, County of Berks, and Commonwealth of Pennsylvania, on 19<sup>th</sup> day of June, 2013.

The meeting was called to order at 5:00 p.m. by Mr. Tod Auman, Chairman and on roll call, the following were present:

Mr. Theo. Auman	Chairman
Mr. James Radwanski	Member
Ms. Michele Lauter	Treasurer/Secretary
Dan Luckey	Member

**Absent:**

Mr Mr. Phil Coles	Vice-Chair
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**Also present were:**

Mr. Adam Mukerji, Executive Director  
Mr. Dennis Witwer, Executive Assistant  
Mr. Keith Mooney, Barely, Snyder  
Mr. John Kromer  
Mr. Vaughn Spencer, Mayor

Upon roll call, Mr. Witwer declared a quorum.

**Minutes & Finance report**

The Minutes and Finance report was approved after a brief discussion regarding staff insurance plan.

**Executive Director's Report**

Mr. Mukerji told the board that 219 Buttonwood Street had just been sold to the Dollar General Company. A new store will be constructed on the land. He said that all of the environmental reports had been done by

Synergy Environmental Company. He asked the board to approve payment of the environmental bills, with the use of the proceeds from the sale of the property.

Ms. Lauter made a motion authorizing payment to Synergy Environmental to be paid out of the proceeds of the sale of said property. Mr. Lucky seconded the motion and all members were in favor.

Mr. Auman stated that he would like this project to be featured on the RRA's website.

Mr. Mukerji advised the board that he would be attending the next Reading Parking Authority board meeting to ask for an increase in rents for the parking lots and garages that they maintain for the RRA. He said that he will be asking for an addition \$25,000 annual. As per his calculations the RPA is making well over \$80,000 in revenues on these lots and the RRA is only seeing a very small percentage of that income. The board was much pleased and asked Mr. Mukerji to report back to them on the matter at the next RRA meeting.

Mr. Kromer addressed the board regarding the recent County "free and clear" sale. The RRA purchased four properties at \$850 apiece. The properties were 1404 Fairview Street, which will be part of the CORE Program, 243 Washington Street, 114 N 2<sup>nd</sup> Street and 628 N. Front Street, which will be sold to a church that is adjacent to the property. He also explained that there were a few other properties that the CORE identified as potential properties for the program and had the County set them aside until the next "free and clear" sale so that they could determine if the properties could truly be manageable for the program.

The properties that were purchased were done so privately and there is a 45 day holding of the properties until the sale can be completed.

**Mr. Witwer told the board that he had negotiated a price with the owner of 924 Penn St. The asking price was originally \$15,000 and Mr. Witwer had gotten the price down to \$5,000. The board agreed upon the price and said to start the closing process on the property as soon as possible.**

Mr. Mukerji stated that he is still working on the purchase of the Book Bindery Apartment building. This is a 41 unit building. PennRose is the owner of the building. There is a debt of over \$900,000 owed to the City in principle. PennRose holds the first mortgage and the city holds 4<sup>th</sup> and 5<sup>th</sup> position.

The Mayor told the board that he wants Mr. Mukerji to take the lead role in the buyback of this building. He said that the City will pay the RRA for all legal fees and staff time for this undertaking.

Mr. Mukerji and Mr. Luckey discussed the possibility of the Reading Housing Authority managing the building once the Redevelopment Authority takes ownership.

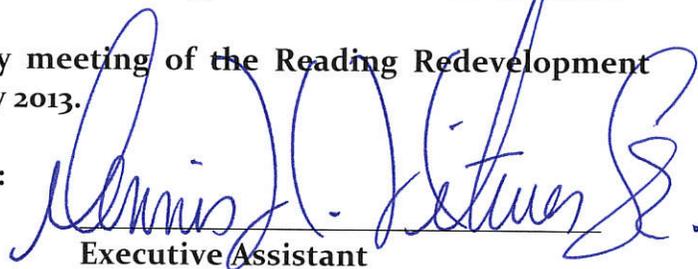
Executive Session

At this time the board entered into an executive session to discuss legal matters regarding future property negotiations. They also discussed hiring Mostellar and Associates to create a performance review so that there is a format which the board can use for staff reviews. The board agreed to pay \$3,200 for their services.

There being no further business to be brought before the board, Mr. Luckey made a motion to adjourn the meeting; all members were in favor.

The next regular monthly meeting of the Reading Redevelopment Authority will be held on 17<sup>th</sup> July 2013.

Respectfully submitted by:

  
Executive Assistant

**MINUTES FROM THE REGULAR MONTHLY MEETING OF THE  
READING REDEVELOPMENT AUTHORITY OF THE CITY OF  
READING HELD ON 17<sup>th</sup> JULY 2013**

The Redevelopment Authority of the City of Reading held the regular Monthly Meeting at 815 Washington Street, Room 2-53 in the City of Reading, County of Berks, and Commonwealth of Pennsylvania, on 17<sup>th</sup> day of July, 2013.

The meeting was called to order at 5:00 p.m. by Mr. Tod Auman, Chairman and on roll call, the following were present:

Mr. Theo. Auman	Chairman
Mr. James Radwanski	Member
Ms. Michele Lauter	Treasurer/Secretary
Dan Luckey	Member

Also present were:

Mr. Adam Mukerji, Executive Director  
Mr. Dennis Witwer, Executive Assistant  
Mr. Keith Mooney, Barely, Snyder  
Mr. John Kromer  
Mr. Vaughn Spencer, Mayor

Upon roll call, Mr. Witwer declared a quorum.

**Minutes & Finance report**

The Minutes and Finance report was approved after a brief discussion regarding staff insurance plan.

**Executive Director's Report**

Mr. Mukerji advised the board that the RRA is still receiving "Quality of Life" citations from the city's codes department on RRA properties. He has addressed this matter with the Mayor, who has made it very clear that the RRA should not be receiving any more citations. The board agreed that there needs to be a standing agreement with the City to maintain RRA properties as it had done in the past.

Mr. Witwer stated that two of the biggest problem properties at the moment are Parcel 32 and 212 S. 8<sup>th</sup> Street, a.k.a. Penn Optical Building. Days have been spent by Triple S. Contractors mowing and cleaning up both sites. There were 14 mattresses and box springs just at 212 S. 8<sup>th</sup> Street, alone. This is becoming very costly for the RRA.

It was discussed that once land banking begins, the maintenance will become a major concern if there is no agreement with the City.

Moving on, Mr. Mukerji told the board that RRA had purchased four more properties at a free and clear sale at the price of \$850.00 a piece. Those properties were 1404 Fairview St., 243 Washington St., 144 N. Second St. and 628 N. Front St. The property on Fairview will become a CORE property and the property on N. Front Street will be given to a nearby church.

#### Property Updates

737 N. 4<sup>th</sup> Street, the CORE property in Centre Park, has an offer from a single family. This is very good news and the board was much pleased. There are several other properties that CORE is looking to acquire for their program.

Earlier in the month Mr. Mukerji struck a deal with Sovereign Bank to purchase the loan note for 301 Washington Street. With this purchase come 14 other properties which are tied together as collateral for 301 Washington Street. Mr. Mooney will be working on a title run down for the properties and working on a Writ of Execution. The City will not be involved in any deals for these properties.

Mr. Mukerji is still working on a deal to gain control of the Book Bindery Apartments, 150 N. 4<sup>th</sup> Street. At this time the property is owned and maintained by Penn Rose. Mr. Mukerji will work with PHFA to wipe out some of the debt on the property. There is some money that is in escrow for Capital Improvements that the RRA will ask for as well.

Mr. Radwanski stated that there are some repairs that must be addressed, including an out of order elevator.

There is a property at 124 N. 4<sup>th</sup> Street that used to be known as the Millennium Club that the RRA would like to acquire and knock down to be used for off street parking for the apartments. The building is already on the demo list for the City, but the cost could be over \$200,000.00.

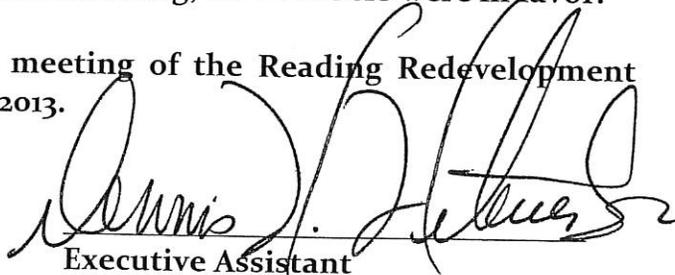
Executive Session

At this time the board entered into an executive session to discuss legal matters regarding future property negotiations.

There being no further business to be brought before the board, Mr. Luckey made a motion to adjourn the meeting; all members were in favor.

The next regular monthly meeting of the Reading Redevelopment Authority will be held on 17<sup>th</sup> July 2013.

Respectfully submitted by:



Executive Assistant

**MINUTES FROM THE REGULAR MONTHLY MEETING OF THE  
READING REDEVELOPMENT AUTHORITY OF THE CITY OF  
READING HELD ON 21<sup>st</sup> AUGUST 2013**

The Redevelopment Authority of the City of Reading held the regular Monthly Meeting at 815 Washington Street, Room 2-53 in the City of Reading, County of Berks, and Commonwealth of Pennsylvania, on 21<sup>st</sup> day of August, 2013.

The meeting was called to order at 5:10 p.m. by Mr. Tod Auman, Chairman and on roll call, the following were present:

Mr. Theo. Auman	Chairman
Mr. James Radwanski	Member
Dan Luckey	Member

**Absent:**

Ms. Michele Lauter	Treasurer/Secretary
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**Also present were:**

Mr. Adam Mukerji, Executive Director  
Mr. Dennis Witwer, Executive Assistant  
Mr. Keith Mooney, Barely, Snyder  
Mr. John Kromer  
Mr. Vaughn Spencer, Mayor  
Mr. Patrick Mulligan, Executive Director, R.P.A.

Upon roll call, Mr. Witwer declared a quorum.

**Minutes & Finance report**

The Minutes and Finance report were both approved.

Before moving on to items on the agenda and to wait for a few people who had not yet joined the meeting, Mr. Auman handed out an article entitled: "Inventing the Future: Fighting blight in West Philly, one house at a time". The board discussed the article which outlined some rehab projects that are happening in the University City District. The article featured a gentleman by the name of Ryan Spak who is a part time

developer. Mr. Auman is very interested in learning more about what Mr. Spak does and how the City of Reading can duplicate his efforts.

Mr. Mukerji stated that it is a very interesting and appropriate article since the City of Reading is looking to create a land bank.

Mr. Auman stated that Mr. Spak would be willing to come and discuss his innovative efforts with representative of the RRA and the City.

### City Craft

Mayor Spencer spoke to the board about a new Program created by Mr. John Knox, called City Craft. The program is a grassroots program. Mr. Knox had come to the City of Reading to see if the program would be able to help the City's slum and blight problem. They have been to several other cities and will make a determination which two cities they will work with. They are looking for cities in dyer straights. They invest \$150,000 of their own money and ask a match from the City. This is a not for profit organization which has their own planners on staff. They will be able to use the MVA to help them with their research.

### Reading Parking Authority

Mr. Patrick Mulligan expressed to the board that he would like to help the RRA with managing some unused parking lots that belong to them, such as the lot in the 1000 block of Penn Street. This lot is to be the future site of condos. Due to the fact that there is no set time frame as to when the condos will be built, Mr. Mulligan suggested opening up the lot, cleaning it up and get proper lighting so the lot could be used by the neighborhood and local business. The RPA can collect rent for the spaces and in turn give the revenues back to the RRA.

Mr. Luckey stated that this was an excellent idea. The RPA will insure the property and be responsible for the upkeep. Mr. Mukerji agreed.

Mr. Mulligan stated that there will be no gates nor will there be any meters, however the RPA will use a new feature called "Mobile Now", which is a mobile phone app.

The board made a motion to authorize Mr. Mukerji to negotiate an agreement with the RPA to manage the 1000 block lot for the RRA.

Mr. Luckey asked Mr. Mulligan if the RPA could start as soon as possible to help with the cleanup of the lot. Mr. Mulligan stated that he would inspect the lot later in the week.

### Executive Director's Report

Mr. Mukerji asked Mr. Witwer to update the board on the interactive RRA property map that he had been working on. Mr. Witwer stated that the properties have all be pinned on the electronic map and that the next step would be to photograph the main larger properties and add them to the map to easily identify each property.

Mr. Witwer stated that he had tried to figure out a way to use the MVA map as the base map for this system, but had no luck. Mr. Mukerji stated that once the map is completely finished, he would look into finding out if the MVA map could be used.

### Property Updates

Mr. Mukerji gave an update on the progress with the "301 Washington" properties. Mr. Mooney stated that he is ready to move forward on 14 foreclosures. The cost to move forward is approximately \$25,000. The RRA owns the judgments on these properties.

Mr. Auman asked Mr. Witwer if he had seen any of the 15 properties. Mr. Witwer stated that he had been to all of the properties, photographed most of them and was quite surprised as to how well kept the outside of each property was. He stated that he could not see the backyards of the properties nor the inside of them, so he could not attest to how well they are maintained. Mr. Witwer handed out a packet of all the photographs of the properties to each board member. They reviewed each property's condition.

The board also discussed the possibility of getting the fire marshal into 301 Washington Street to do an inspection and condemn the building.

Mr. Radwanski made a motion to authorize Mr. Mooney to file the "Writs of Execution" on the 14 properties associated with 301 Washington St.

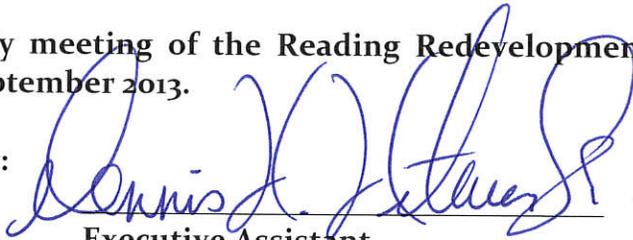
### Executive Session

At this time the board entered into an executive session to discuss legal matters regarding future property negotiations.

There being no further business to be brought before the board, Mr. Luckey made a motion to adjourn the meeting; all members were in favor.

The next regular monthly meeting of the Reading Redevelopment Authority will be held on 18<sup>th</sup> September 2013.

Respectfully submitted by:



Dennis J. Hester

Executive Assistant

**MINUTES FROM THE REGULAR MONTHLY MEETING OF THE  
READING REDEVELOPMENT AUTHORITY OF THE CITY OF  
READING HELD ON 16<sup>th</sup> OCTOBER 2013**

The Redevelopment Authority of the City of Reading held the regular Monthly Meeting at 815 Washington Street, Room 2-53 in the City of Reading, County of Berks, and Commonwealth of Pennsylvania, on 16<sup>th</sup> day of October, 2013.

The meeting was called to order at 5:00 p.m. by Mr. Tod Auman, Chairman and on roll call, the following were present:

Mr. Theo. Auman	Chairman
Ms. Michele Lauter	Treasurer/Secretary
Mr. James Radwanski	Member
Mr. Dan Luckey	Member

Also present were:

Mr. Adam Mukerji, Executive Director  
Mr. Dennis Witwer, Executive Assistant  
Mr. Keith Mooney, Barely, Snyder  
Mr. Larry Murin, Special Assistant to the Mayor  
Mr. Vaughn Spencer, Mayor

Upon roll call, Mr. Witwer declared a quorum.

**Minutes & Finance report**

The Minutes of the August meeting and Finance report were both approved.

**Hillside Senior Housing Development Project**

Mr. Mukerji provided the board with a Development Service Agreement from the Miller Valentine Group. The agreement names the RRA as Co-Developer of a 51 unit multifamily apartment building. The building will be built on the present site of the Hillside Pool. The RRA will be paid \$100,000 as Co-Developer. The first 50% will be payable upon the closing of the construction loan for the project from either construction loan proceeds or equity and the balance of the Developers fee shall be due

and payable upon the issuance of the Final Certificate of Occupancy for the project from either construction loan proceeds or equity.

The board agreed that this was a great project to be involved in. Ms. Lauter made a motion for Mr. Mukerji to execute the agreement with a second from Mr. Radwanski. All members were in favor.

#### City of Reading CDC

The board heard a proposal to sign on to Mayor Spencer's plan for the formation of a community development corporation (CDC).

Mr. Larry Murin, special assistant to the mayor, explained the corporation would be a coalition of existing authorities formed to foster economic development in the city. The executive board would be made up of directors of the city's Water, Housing, Parking and Redevelopment authorities as well as the Downtown Improvement District.

Mr. Murin said the corporation, which would be led by an executive director, would focus not only on economic development but also municipal financing, public services, community development and media relations.

Mr. Murin believes the corporation would become self-sustaining through funds coming from public services, but the first year's costs would be paid by the Water, Housing and Parking authorities. The Water authority will contribute \$70,000 and the other two authorities would each contribute \$35,000. No financial contribution is being asked of the Redevelopment authority.

Mr. Auman said the main issue he sees with the city is a lack of coordination, resulting in leaders doing their own things. And although he said he fully supports the proposed corporation, Mr. Auman said he would want assurances that it would not become a financial burden for the RRA at anytime.

Mr. Auman also asked what would be some of the benefits to the City having their own CDC. Mr. Murin stated that using the CDC would allow them to bypass any approvals by City Council, which the City would have to get, before moving forward with a project. He stated that City Council, in the past, has been a hindrance to the City's progress when it comes to development projects. This CDC would not require council approval as to how money is spent and what projects it gets involved in.

The corporation would look into the Pennsylvania Project, which would allow them to create a public bank or a small community bank. The school district could partner with the City to create the bank with city funds.

Mr. Radwanski stated that the city had been mismanaged for about a decade and wants this CDC to be very structured to prevent a future financial disaster. Protecting the RRA's interest was his main concern.

The Board said they would discuss joining the community development corporation at a later date.

#### Executive Director's Report

Mr. Mukerji updated the board on the sale of 737 N. 4<sup>th</sup> St., which is the CORE property. It will be sold for between \$39-41,000.00. He is currently looking at two more possible properties to become CORE properties.

Mr. Witwer told the board that he had been in talks with the law firm of Setley, Rauch and Bucolo, regarding a mansion that they own at 401 Oley Street. This property is on the opposite corner of 737 N. 4<sup>th</sup> Street. The law firm is looking to donate the property to the RRA. Mr. Witwer stated that this property would be another great CORE property. He went on a tour of the property with a CORE representative, along with the city's zoning manager to look at the condition of the property.

#### Executive Session

At this time the board entered into an executive session to discuss legal matters regarding future property negotiations and acquisitions.

#### Regular Session

The board entered back into their regular session. Mr. Lucky made a motion authorizing Mr. Witwer to contact the firm of Setley, Rauch and Bucolo and have them make the necessary preparations for the donation of 401 Oley Street to the RRA. Mr. Radwanski seconded the motion with all members in favor.

The board discussed the Naval Marine Reserve Center. The Reading Hospital would like to enter into a lease of \$30,000 a year for 3 years to use the property for a staging area. Mr. Mooney was asked to draft up a lease agreement.

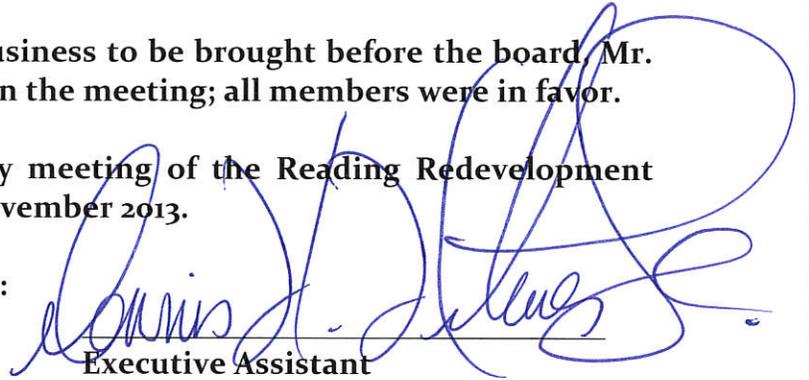
Mr. Auman stated that he would like the board to conduct staff reviews and pay raises at the next meeting. These should have been done back in April of this year. By the November meeting he and Adam should have the Goals and Expectation forms from Mostellar Group. Ms. Lauter agreed that this must be done next month.

The board unanimously agreed to hold the December meeting, the first week of December.

There being no further business to be brought before the board, Mr. Luckey made a motion to adjourn the meeting; all members were in favor.

The next regular monthly meeting of the Reading Redevelopment Authority will be held on 20<sup>th</sup> November 2013.

Respectfully submitted by:



Executive Assistant

**MINUTES FROM THE REGULAR MONTHLY MEETING OF THE  
READING REDEVELOPMENT AUTHORITY OF THE CITY OF  
READING HELD ON 20<sup>th</sup> NOVEMBER 2013**

The Redevelopment Authority of the City of Reading held the regular Monthly Meeting at 815 Washington Street, Room 2-53 in the City of Reading, County of Berks, and Commonwealth of Pennsylvania, on 20<sup>th</sup> day of November, 2013.

The meeting was called to order at 5:00 p.m. by Mr. Tod Auman, Chairman and on roll call, the following were present:

Mr. Theo. Auman	Chairman
Ms. Michele Lauter	Treasurer/Secretary
Mr. James Radwanski	Member
Mr. Dan Luckey	Member
Mr. Chris Heinly	Member

Also present were:

Mr. Adam Mukerji, Executive Director  
Mr. Dennis Witwer, Executive Assistant  
Mr. Keith Mooney, Barely, Snyder  
Mr. Don Spatz, Reading Eagle  
Mr. Valdis Lacis, Reading Eagle

Upon roll call, Mr. Witwer declared a quorum.

Mr. Chris Heinly was sworn in as the newest board member, replacing Mr. Phil Coles, by City Clerk, Ms. Linda Kelleher.

Minutes & Finance report

The Minutes of the October meeting and Finance report were both approved unanimously.

1000 Block Penn St. Parking Lot

Mr. Mukerji gave a brief update on the progress of the paving and curb cut work that is taking place on the empty lot in the 1000 block of Penn St. Parking Authority Executive Director, Mr. Patrick Mulligan and Mr.

Mukerji agreed to have the Parking Authority pave the lot, which was the old St. Joseph's parking lot on the North Side of Penn Street, and create a curb cut on Penn Street so that the lot could be utilized by the neighbors and the patrons of Dan's Restaurant, located at the corner of 11<sup>th</sup> and Penn St.

The Parking Authority would issue parking permits to individuals who wish to park there on a monthly basis. The permits would be tracked by license plate numbers. The proceeds from the permit fees would be divided between the RRA and the Parking Authority.

In other, news, Mr. Mukerji reported that he and Mr. Mulligan discussed the increase of rents from the Parking Authority to the RRA should be increased to an additional \$20,000.00 a year starting January 2014.

#### Executive Session

At this time, Mr. Radwanski made a motion that the board enter into an executive session to discuss employee compensation. Ms. Lauter seconded the motion and all were in favor. Mr. Chet Mostellar of Mostellar and Associates was conference called into the meeting. The room was cleared of all persons, leaving only the board members.

#### Regular Session

The board entered back into their regular session.

#### Berkshire Bottling 50 acres

Mr. Mukerji updated the board on the purchase of the 50 acres which was bought at the Sheriff sale the previous week. The property was purchased for \$1.655 from a loan from Mr. Albert Boscov.

Mr. Auman expressed how important this purchase is to the City. The property which is located adjacent to the Buttonwood Gateway complex is the only tract of land that is zoned "heavy industrial/manufacturing" not to mention that it is the biggest unimpeded piece of land in the City.

The lot has an abandoned cement slab with steel beams already erected on the site, which was the beginning of a bottling plant. The board will decide at a later date whether to keep the steel where it is for use of a future building or to sell the steal. There is also a 30-inch water main underground, sewer laterals, electricity and a road going through the property.

"We're still trying to get our arms around an action plan of what needs to be done right away to make the site more presentable to potential investors and developers, which I think could be done in about five months," Mr. Mukerji said. In some areas on the property, land needs to be graded and clean fill needs to be added to level off the land.

Mr. Mukerji also stated that he had been working with Synergy Environmental to obtain the files which were created back in 2006 when the bottling company did all of the environmental work. The property is an Act 2 sight specific. All environment work had already been done to the property, which will save the RRA a ton of money.

Mr. Auman stated that he would like to have TRF involved in developing the land and also to invest in its development.

The board ratified a resolution for the purchase of the 50 acres. Mr. Radwanski made a motion to ratify the resolution and Mr. Lucky seconded with all members in favor.

#### Naval Marine Center

Mr. Mukerji gave a general update on the Naval Marine Center sale. He stated that the settlement had not taken place as of this meeting, and he expects it to happen in December.

For Mr. Heinly's edification, updates were given on most of the projects that the RRA is currently working on, such as Hillside Apartments, the CNA/ILead building and 301 Washington Street and the 14 other properties associated with that property.

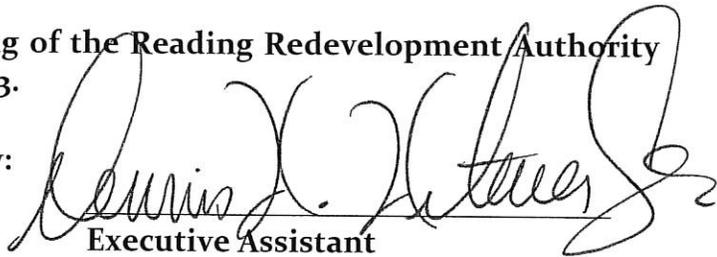
Mr. Mooney stated that the properties located in the 300 block on N. 4<sup>th</sup> Street are ready to be given to Habitat for Humanity. A ceremony will be held on Friday 22<sup>nd</sup> November to announce the major collaboration between the two authorities to place families into the houses as new home owners.

Regarding the Bookbindery Apartments, Mr. Radwanski stated that he would like to see the building at 124 N. 4<sup>th</sup> Street, which the RRA purchased for the purpose of created parking for the Bookbindery, torn down as soon as possible. He stated that the RRA should not sit on this property much longer. It would be ideal to have the, already dilapidated building, razed before Spring 2014. Mr. Mukerji stated that he has \$60,000 from the County already committed for demolition. Mr. Radwanski said that he needs about another \$100,000 to make the demo happen.

There being no further business to be brought before the board, Mr. Radwanski made a motion to adjourn the meeting; all members were in favor.

The next monthly meeting of the Reading Redevelopment Authority will be held on 5<sup>th</sup> December 2013.

Respectfully submitted by:



Dennis J. Hester  
Executive Assistant

**MINUTES FROM THE REGULAR MONTHLY MEETING OF THE  
READING REDEVELOPMENT AUTHORITY OF THE CITY OF  
READING HELD ON 5<sup>th</sup> DECEMBER 2013**

The Redevelopment Authority of the City of Reading held the regular Monthly Meeting at 815 Washington Street, Room 2-53 in the City of Reading, County of Berks, and Commonwealth of Pennsylvania, on 5<sup>th</sup> day of December, 2013.

The meeting was called to order at 5:00 p.m. by Mr. Tod Auman, Chairman and on roll call, the following were present:

Mr. Theo. Auman	Chairman
Ms. Michele Lauter	Treasurer/Secretary
Mr. James Radwanski	Member
Mr. Dan Luckey	Member
Mr. Chris Heinly	Member

Also present were:

Mr. Adam Mukerji, Executive Director  
Mr. Dennis Witwer, Executive Assistant  
Mr. Keith Mooney, Barely, Snyder

Upon roll call, Mr. Witwer declared a quorum.

**Minutes**

The Minutes of the November meeting was approved unanimously.

**Executive Session**

At this time, Mr. Radwanski made a motion that the board enter into an executive session to discuss employee compensation. Mr. Heinly seconded the motion and all were in favor.

**Regular Session**

The board entered back into their regular session. A brief review was given to Mr. Mukerji. No pay raises were granted to the RRA staff at this time. Ms. Lauter stated that when pay raises are given, they should be

retroactive to April 2013 for Mr. Mukerji and May 2013 for Mr. Witwer as this was when the reviews and raises are supposed to be given.

#### Berkshire Bottling 50 acres

Mr. Mukerji gave an update on the 50 acres located at 1 Berkshire Place. He stated that he borrowed the money to purchase the property from Mr. Albert Boscov, who will want the money repaid as soon as possible. Mr. Mukerji and Mr. Radwanski will meet with Fulton Bank for their assistance.

Mr. Radwanski advised the board that he has a few employees who would be willing to do a scrap clean up of the 50 acres, so that the property could be more presentable when showing the land to prospective buyers. He also pointed out that clean fill needs to be added to a portion of the land to make it level. There are many potholes that also must be taken care of.

The clean up would be at no cost to the RRA. A motion was made by Mr. Luckey to have independent individuals, recommended by Mr. Radwanski, to carry out a cleanup at no cost to the RRA. Ms. Lauter seconded the motion. Mr. Heinly and Mr. Auman voted yay and Mr. Radwanski abstained.

At this time, Ms. Lauter said good-bye to the RRA board. After 17 years of service to the board, she told the board that she will not be seeking another term. As of January 2014, her term will be up.

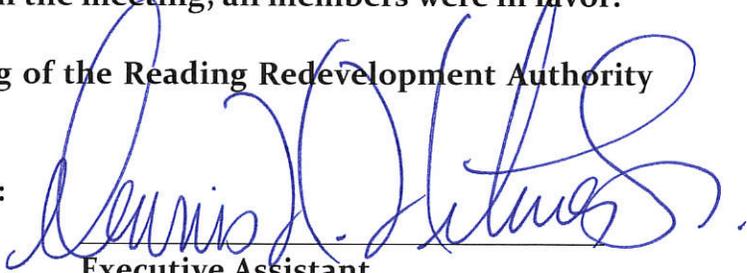
#### Naval Marine Center

Mr. Mukerji advised the board that he received a quick claim deed for the Naval Marine Center. The closing will take place in the next few weeks. The board was quite please.

There being no further business to be brought before the board, Mr. Luckey made a motion to adjourn the meeting; all members were in favor.

The next monthly meeting of the Reading Redevelopment Authority will be held on 15<sup>th</sup> January 2014.

Respectfully submitted by:

  
Executive Assistant