



**CORRY REDEVELOPMENT AUTHORITY BOARD MEETING  
MINUTES OF PUBLIC MEETING  
September 9, 2025**

**BOARD MEMBERS PRESENT:**

Kristy Elchynski, Bob Grice, Dave Dearborn, David Knapp, Brad Allen

**BOARD MEMBERS ABSENT:**

None

**OTHERS PRESENT:**

Bob Williams, Krista Arnold, Shellie Zaczekiewicz, Nicole Lambert, Paul Bressan, (Focus CFO), Mary Kushner (Senator Hutchinson’s Office)

**CALL TO ORDER:**

Chair Kristy Elchynski called the regular meeting to order at 11:00 AM.

**ANNOUNCEMENTS:**

The announcement that the meeting was being recorded was made by Kristy Elchynski.

**PUBLIC COMMENT:**

There were no public comments.

**APPROVAL OF MINUTES:**

The **August 12, 2025** regular meeting minutes were presented for Board approval. Kristy Elchynski asked for comments or corrections. **On a motion** by Dave Dearborn and seconded by David Knapp, the minutes were unanimously approved as presented.

**FINANCIAL REPORT**

Shellie Zaczekiewicz provided the financial standing report to the Board.

**Balance Sheet**

Checking/Savings = \$2,760,160.07  
Total Assets = \$12,209,848.20  
Total Current Liabilities = \$216,427.97  
Total Equity = \$11,993,420.23  
Total Liabilities & Equity = \$12,209,848.20

**Profits & Loss**

Total Income Year to Date = \$909,444.93  
Total Expenses Year to Date = \$874,764.76  
Net Ordinary Income = \$34,680.17

**Loan Funds – based on \$500,000 in the account**

RDA EZ Loan Fund holds \$1,324,445.02 with 62% to loan out.



Redevelopment Authority in the City of Corry | Corry Area Industrial Development Corporation | Corry Industrial Benefit Association  
UC UZ Loan Fund holds \$753,844.54 with 37% to loan out.

**Investments**

Restricted Fund	\$2,509,056.20
Unrestricted Fund	\$201,726.19

After all questions regarding the financial report were answered, Kristy Elchynski announced the financial report was received and filed into the minutes.

Paul Bressen gave an update on the items he is working on.

\*Continue to move the interest money to the Operating Account then divert a percentage to a reserve account with a goal of holding a 6-month cashflow for reserves.

\*Update and maintain a 90-day cash flow which will allow us to manage day-to-day operations and assist in decision making.

\*Update the 2025 budget and begin to develop the 2026 budget.

\*Paul presented the Board with a proposed monthly burden spreadsheet explaining that we are moving toward CAIDC reimbursing the RDA’s payroll account based on a fair percentage rather than tracking the number of minutes each employee is spending on CAIDC projects. Paul looked at an 8-month history of time spent before coming up with the percentage. This does not include the annual PMRS allocation contribution or operational supplies. These will be billed separately. This is a working document and will be regularly reviewed. **On a motion** by Dave Dearborn and seconded by Bob Grice, the Board unanimously agreed to accept the monthly payroll contribution by CAIDC. It will now go to the CAIDC Board for their approval.

**FACILITIES’ REPORT**

Mike Christensen gave the report on the RDA facilities.

\*The eyebrow is completed at Enterprise Place over the Furhaven docks.

\*The repairs from the thermal scan at 256 Eagle Street have been completed. The soffit and fascia on the old part of the building were damaged and also repaired.

\*The thermal scan repairs at 1 Plastics Road are also done. There is one other meter that needs to be repaired in EnTech which will be completed on a Friday to minimize the disruption to them.

\*The thermal scan repairs at Enterprise Place will start soon.

\*Mike and Jeremy have been completing a lot of repairs at apartment 210B over the past few weeks. The probation team has also helped with the cleanup

\*Mike and Jeremy have been working on making 613 N Center St more accessible. The utilities are now turned on. There are some interior repairs that will need to be done immediately.

\*A tarp wall has been repaired at Enterprise Place in the FCA area.

\*The cement pads have been poured at EP. Paving will begin tomorrow.

\*The electricians will be at 1 Plastics Road to complete the maintenance of the 2 new heaters over Micronics.

\*The maintenance team continues to mow and maintain all properties.

## **HOUSING DIRECTOR'S REPORT**

Housing Director Krista Arnold provided the following updates:

- \*There are no new developments. There are currently six (6) contracts out at this time.
- \*One more grant has been awarded to Platea Borough to make their restrooms ADA compliant.
- \*Act 137 –there are 37 applicants, 17 of which are in Corry. Inspections have been delayed in order to complete the Whole Home applicant process.
- \*In-Home Childcare Rehabilitation Program – the one applicant remains.
- \*HOME – Contract agreements for lead assessments are being implemented with the Erie RDA. There are three applicants being reviewed by the county.

## **EXECUTIVE DIRECTOR'S REPORT**

Bob updated the Board on operational matters:

- \*Bob discussed a number of loans that have closed since our last meeting. We are on track to inject over \$2.1M into the Corry and Union City communities this year.
    - UC EZ Loan Fund projected to loan \$1.1M this year
    - Corry EZ Loan Fund projected to loan \$1.1M this year
  - \*613 N Center St has closed. Rehab planning is in the works.
  - \*Lindstrom Trailer Acquisition is scheduled to close tomorrow. This addition will give us over 15 acres, which includes the trailer park, to use for housing or other projects.
  - \*LTT Training Center – Bob is continuing to secure funding for renovations. The ask is \$350,000 which includes \$85,000 dedicated to welding. The sprinkler system and related upgrades are critical to the usage of the building.
  - \*PNC – Bob and Krista met with AJ Glack to discuss his vision for the building. The Board will be invited to a vision reveal with AJ Glack at a later date.
  - \*CFCU has paid their 2025 rent for the ATM machine. It has been installed but they are waiting on the casing that will surround it.
  - \*We hosted a tenant luncheon at Enterprise Place which was well attended. Bob thanked Nicole for her hard work and preparation.
  - \*As Mike discussed, paving will begin this week.
  - \*Strong collaboration with CAIDC continues to improve operations and tenant satisfaction.
- Bob's next steps and priorities are as follows:
- Move pending loans through to closing
  - Secure funding for LTT upgrades
  - Complete planning and begin upgrades at PNC
  - Advance redevelopment planning for 613 N Center and the Linstrom properties
  - Maintain strong tenant relations at Enterprise Place.

## **UNFINISHED BUSINESS**

### **LTT Update**

In his Director's Report, Bob Williams reported LTT, the PNC credit union ATM, and 613 N Center St.

## **NEW BUSINESS**

### **2026 PMRS MMO**

Shellie Zaczekiewicz presented the RDA's 2026 obligation for the Pennsylvania Municipal Retirement System plan. It is based on the number of employees enrolled, their salary, the ages of the employees, and number of years until retirement. This plan needs to be presented to the Board each September and turned in at the beginning of October. It will be paid by December 31, 2026. **On a motion** by Dave Dearborn and seconded by David Knapp, the 2026 PMRS MMO was approved as presented.

### **Municipal Fund**

David Knapp asked how we can capture money for a municipal fund. Erie City has been able to take advantage of this, but Corry has not. This is a fund in which municipalities could tap into at 1% interest and would be administered by the RDA. Bob Williams will look into this.

### **RACP**

Bob and Krista are working with the City of Corry to submit a RACP application for a new fire and police facility. This year the window is only open from August 29-September 20<sup>th</sup>. Because it is a short window, it is imperative that they gather the numbers and information needed to submit a complete application. When asked what the ask would be, Bob surmised upwards of \$3.9M. He will know more when the City gets their studies completed. After the City has their documents together, a vote to complete a cooperation agreement with the city will need to be done.

### **LSA Grant**

The window is also open to apply for LSA Grants. Bob and Krista are considering applying for some of these LSA grants. The projects may include a roof and parking lot. More information will come forward when necessary.

***The Regular Meeting was adjourned to an Executive Session at 11:58 AM for the purpose of property and loans.***

***The Regular Meeting resumed at 1:18 PM.***

### **Adjournment**

**On a motion** by Kristy Elchynski and seconded by Everyone the meeting was adjourned at 1:19 PM.