

**Redevelopment Authority of the City of Allentown**  
**Monthly Meeting Minutes**  
**March 9th, 2022**  
**2:00 PM**

The following are meeting minutes of the Redevelopment Authority of the City of Allentown pertaining to the meeting held on **Wednesday, February 9th, 2022** at 2:00 pm Via Teams Virtual Meeting.

**Board in Attendance**

Daniel Schmidt, Chair  
Tyrone Russell, Secretary  
Rodney Bushe, Treasurer  
Jessica Ortiz, Member

**Staff in Attendance**

Megan Hart  
Scotty Smith  
Joshua Gildea, Solicitor

**Public in Attendance:**

None

**Determination of a Quorum**

Daniel Schmidt determined a quorum was in place and called the meeting to order at 2:02.

**Approval of Meeting Minutes**

Rodney Bushe made a motion to approve the minutes from the February 9th, 2022 meeting, Jessica Ortiz seconded, and all were in favor.

**Old Business**

Inventory – Megan Hart provided an overview of the current inventory, no new inventory has been added since last meeting. Megan Hart presented a rendering of the 8 unit building for the 6<sup>th</sup> Street. Dan Schmidt confirmed one of the goals is to promote home ownership and transition renters to homeowners. Jessica Ortiz asked if there could be any 3-bedroom units, Megan Hart answered that if 3 bedrooms are incorporated, the size of the units would decrease because of the building footprint. Jessica Ortiz stated she likes the concept and the positive affect and evolve change it would have to the surrounding area, especially promoting home ownership. Jessica Ortiz asked if there was a timeline for families to transition into home ownership. Megan Hart said there really shouldn't be anyone there for more than 2 years. Daniel Schmidt asked what the monthly rent is projected to be. Megan Hart answered around \$1100 per unit. Jessica Ortiz added she did a quick search of rents in that area and a 1 Bedroom is averaging \$950 so \$1100 is a good rate to attract people. Rodney Bushe asked if there is a component to assist the applicants with saving money. Megan Hart answered upon completion of housing classes, there are monetary benefits toward closing costs and would like to possibly take a small amount from the monthly rent to be put into an escrow to be returned once the applicants buy a property. Daniel Schmidt added the monthly escrow could be similar to an Hoa fee and Tyrone Russell added Hoa could be called a "Homeowner Advance". Megan Hart said the 2 unit on 9<sup>th</sup> Street is progressing and should be completed early June. Megan Hart mentioned Rodney Bushe previously inquired if we could rent any of these units to Section 8 and Megan Hart answered yes and would like to have the New Street project approved for Section 8. Jessica Ortiz said that would be great if we could accept Section 8 because there is a lot of people that have vouchers but are homeless. Megan Hart gave an update on the project on New Street including the drawings are being completed. Megan Hart said 532 W. Allen is moving along and the framing is underway and should be ready by July. Megan Hart said

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we are under contract to purchase 725 N. 10<sup>th</sup> Street. Megan Hart said 10<sup>th</sup> Street is a huge building with plenty of parking, 3-bedroom units could be incorporated and a mixed use may be most beneficial. Jessica Ortiz asked how that process works and if someone voted for it, Megan Hart answered the board voted to approve and Dan Schmidt answered it was voted and approved at the last meeting. Tyrone Russell expressed his interest in involving other nonprofits as a collaborative effort and Jessica Ortiz agreed it would be a great way for different nonprofits to work together and with the Authority.

**New Business**

Megan Hart stated the Mission and Purpose may need to be revised a bit to encompass everything the Authority does and it would be helpful when applying for grants if it everything was cohesive. Jessica Ortiz asked who writes the grants now. Megan Hart answered the City staff assists and myself. Tyrone Russell added he understands and agrees the mission and purpose should be reflective and explicit of what the true mission is without being like others and including too many items that are not the real focus.

Megan Hart explained the Profit and Loss for February. Jessica Ortiz asked why the salaries seemed so low. Megan Hart answered the Authority only employs herself and Scotty Smith who is part time. Jessica Ortiz said the salaries still seemed low compared to what she saw a few years ago.

**Public Comment**

None

**Executive Session** called by Daniel Schmidt to discuss employment.

Joshua Gildea said the Basin Street Developer will be asking for an easement for a very small strip of land that the Authority owns. Joshua Gildea said he will forward the information once he receives it and we can go from there.

**Adjournment**

3:14pm