

ALLENTOWN HOUSING  
AUTHORITY

REGULAR BOARD MEETING  
February 26, 2025

The Board of Commissioners meeting was called to order by Mr. Matthews at 9:05 am, and upon Roll Call, those present and absent were as follows:

PRESENT:	Mr. Fred Bañuelos	Chairperson (Absent)
	Mr. Carlos Rodriguez, Esquire	Vice-Chairperson (via Zoom)
	Mr. Zachary Matthews	Treasurer
	Ms. Sandra Barnes	Secretary

Also participating in the Board Meeting were Mr. Julio A. Guridy, Executive Director; Ms. Arelis Torres, Executive Secretary; Mr. Eric Reinert, contracted Comptroller; Tina Sargent, Comptroller; Aida Núñez, Director of Housing Management; Mr. Lou Day, Director of Maintenance Operations;; Melissa Aclo, Social Services Director; and Mr. Christian Perrucci, Esquire.

APPROVED MINUTES

Mr. Matthews asked for a motion to approve the minutes of the January 22, 2025, Board Meeting. Ms. Barnes made the motion and Mr. Rodriguez seconded the motion to approve the Board minutes.

Ayes 3 –Matthews, Barnes, Rodriguez  
Nays 0

PUBLIC COMMENTARY

Mr. Matthews asked if there were any comments from the public. There were no comments.

RESOLUTIONS

Resolution 2748 Approving Scattered Sites SAC Application

Mr. Matthews asked for a motion to Approve the Scattered Sites SAC Application. Mr. Guridy explained that this resolution will permit the Executive Director to execute all forms, certifications, and documents and submit to HUD for approval to request for disposition associated with 3 Scattered Sites units. Ms. Barnes made the motion and Mr. Rodriguez second the motion.

Ayes 3- Matthews, Rodriguez, Barnes  
Nays 0

### Resolution 2749 Approve Annual Agency Plan 2025

Mr. Matthews asked for a motion to Approve the Annual Agency Plan for 2025. Mr. Day outlined the purpose of the plan and the capital improvement needs for fiscal year 2025. He indicated that it was made available for review and comment to the residents on February 7, 2025, at the Annual Resident Advisory Board Meeting. There were no public comments or questions. He highlighted the additions to this document which incorporate several policies that were revised in accordance with local and state laws which include the Abandoned Property Policy, Assistance Animal Policy, Bedbug Policy, Deceased Tenant Policy, Grievance Policy, Married Couples Apartment Occupancy Policy, Pet Policy & Procedures, No Trespass Policy, and the Parking Policy. In addition, to continue with homeownership program and submit to HUD for approval; the rehabilitation, modernization, and selling of Scattered Sites units; and the Housing Opportunity Through Modernization Act of 2016 (HOTMA) updates once HUD rolls out the Housing Information Portal (HIP). Mr. Day answered all the Board's questions. Mr. Rodriguez made the motion and Ms. Barnes second the motion.

Ayes 3- Matthews, Rodriguez, Barnes  
Nays 0

### BILLS AND TREASURER'S REPORT

Mr. Matthews reviewed with the Board the financials for January. He reviewed the active CAP Fund receipts, the Treasurer's Report, the operating expenses, and the cash and investment reports. He then provided a summary of property expenses. Mr. Reinert provided the Board with a summary of the FASS and MASS reports. He answered all the Board's questions.

Mr. Matthews asked for a motion to approve the financials for the month of January. Mr. Rodriguez made a motion, and it was seconded by Ms. Barnes to approve.

Ayes 3 –Matthews, Rodriguez, Barnes  
Nays 0

### COMMUNICATION REPORT

Mr. Julio A. Guridy briefly mentioned the PHFA grant that was awarded to the Allentown Housing Authority in the amount of \$1,500,000.00. This grant will be utilized for three different projects which include rehabilitation work at the NSA Montrone Building, Multi-Units Scattered Sites properties, and Homeownership properties. Mr. Guridy continued to discuss the CDBG and HOME contracts with the City of Allentown for the 428 N. 6<sup>th</sup> St Project. The contracts are being reviewed and revised as needed. They have been submitted for final signatures from the City of Allentown. Bi-weekly meetings are being held regarding developments for this project. Mr. Guridy also discussed Little Lehigh Phase II. The Low-Income Housing Tax Credit (LIHTC) application was

submitted on February 11, 2025, by Francis Vargas of Elon Affordable Housing, LLC, to the Pennsylvania Housing Finance Agency (PHFA). He also announced that Bridgeside Estates (Little Lehigh Phase I) was awarded Top Project for 2025. It was recognized by Lehigh Valley Business as one of the best building and construction projects in the area completed in the last 12 months. An award ceremony will be held on March 12, 2025, at Desales University for those that would like to attend. Lastly, he mentioned that AHA is working on the SAC Application for disposition of 3 more Scattered Sites public housing units for homeownership. He answered all the Board's questions.

Mr. Lou Day began by mentioning that there are two REAC Inspections scheduled in March for NSA and Towers East. They will be using the new NSPIRE physical inspection protocol. He then reviewed the Capital Fund obligation and expenditures with the Board. Grants not mentioned were 100% expended. He also indicated that he had a few Cap funds and PHARE funds projects out to bid. There will be Resolutions before the Board in March for approval of some of these projects. Lastly, he indicated that there were no insurance losses for the month of February. Mr. Day answered the Board's questions.

Ms. Melissa Aclo highlighted that State Representative Schweyer's Office, AmeriHealth, and the PA Department of Revenue will be providing rent rebate assistance at our high-rises. She also mentioned that AHA is anticipating the Housing Choice Homeownership Vouchers will be made available to eligible residents on April 1, 2025. Lastly, she announced that AHA's new website is up and running and encouraged all to browse the website. Ms. Aclo answered the Board's questions.

Ms. Aida Nuñez reviewed the vacancy summary and rent collection reports. She indicated that she is meeting weekly with staff to have vacancies filled as quickly as possible. She highlighted that AHA has collected over \$30,000 in past due balances. Lastly, she mentioned that the Compliance Department had an HCV Specialist Training in February and staff are also registered for a Public Housing Training in March. Ms. Núñez answered the Board's questions.

Mr. Julio Guridy reviewed the HCV Inspection report and the recertification reports for HCV and Public Housing in Mr. Doryan Campo's absence. Ms. Núñez indicated that monthly meetings are being held regarding recertifications.

Mr. Christian Perrucci, Esquire, indicated that he is working on finalizing the Little Lehigh Phase II Developer Agreement and the CDBG Contract for 428 N. 6<sup>th</sup> Street. He answered the Board's questions.

A motion was made to adjourn the meeting by Ms. Barnes and seconded by Mr. Rodriguez at 10:03 am.

Ayes 3 – Matthews, Barnes, Rodriguez  
Nays 0

ATTEST \_\_\_\_\_