

ALLENTOWN HOUSING
AUTHORITY

REGULAR BOARD MEETING
March 26, 2025

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

PRESENT:	Mr. Fred Bañuelos	Chairperson
	Mr. Carlos Rodriguez, Esquire	Vice-Chairperson
	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; Ms. Tina Sargent, Comptroller; Ms. Aida Núñez, Director of Housing Management; Mr. Lou Day, Director of Maintenance Operations; Mr. Doryan Campo, Director of Compliance; Ms. Melissa Aclo, Social Services Director; and Mr. Christian Perrucci, Esquire.

APPROVED MINUTES

Mr. Bañuelos asked for a motion to approve the minutes of the February 26, 2025, Board Meeting. Ms. Barnes made the motion and Mr. Matthews seconded the motion to approve the Board minutes.

Ayes 4 – Bañuelos, Matthews, Barnes, Rodriguez
Nays 0

PUBLIC COMMENTARY

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

Mr. Bañuelos then introduced Ms. Samantha Falcone from SCF Architecture and Mr. John Carson from The Pelorus Group who prepared a presentation on The Lofts at N. 6th Street Project. Ms. Falcone provided a handout to the Board which detailed the zoning district, the character of the neighborhood, and the building coverage and height for this upcoming project. Ms. Falcone also reviewed the architectural design of the (8) 3-bedroom units. Mr. John Carson then introduced himself and provided a timeline for this project. He indicated that the project is scheduled to go out for bidding in August, with construction beginning as early as October. He indicated that this project is scheduled for completion in the summer of 2026. They both answered all the Board's questions.

Mr. Bañuelos then introduced Mr. Rich Larson from Novogradac and Company who presented the AHA 2024 Final Audit Results to the Board. Mr. Larson provided an overview of the engagement team, the scope of the audit, the responsibilities of all parties involved, the financial statements and

single audit summary, and the required governance communications. He concluded by indicating that there were no financial statement findings and minimal compliance findings in the HCV Program and Procurement. Mr. Larson answered all the Board's questions. Mr. Bañuelos concluded by congratulating the AHA staff for a successful audit.

RESOLUTIONS

Resolution 2750 Approve Procurement Policy Amendment

Mr. Bañuelos asked for a motion to Approve the Procurement Policy Amendment. Mr. Guridy explained that the Pennsylvania Department of Labor and Industry provided an annual adjustment for bidding thresholds effective January 1, 2025. Ms. Barnes made the motion and Mr. Rodriguez second the motion.

Ayes 4- Bañuelos, Matthews, Rodriguez, Barnes
Nays 0

Resolution 2751 Approve Audited Financial Statements ending June 2024

Mr. Bañuelos asked for a motion to Approve the Audited Financial Statements ending June 2024. Mr. Rich Larson provided a presentation on the audit to the Board. Mr. Rodriguez made the motion and Mr. Matthews second the motion.

Ayes 4- Bañuelos, Matthews, Rodriguez, Barnes
Nays 0

Resolution 2752 Approve Purchase of Two Vehicles

Mr. Bañuelos asked for a motion to Approve the Purchase of Two Vehicles. Mr. Guridy explained that two of AHA's current vehicles have exceeded their useful life and need replacement. The housing authority is eligible to purchase equipment and materials through the Commonwealth of Pennsylvania COSTARS Program, therefore AHA can purchase them at a reasonable price. Mr. Matthews made the motion and Mr. Rodriguez second the motion.

Ayes 4- Bañuelos, Matthews, Rodriguez, Barnes
Nays 0

Resolution 2753 Award Contract for Montrone Building Exterior Façade and Balcony Repairs

Mr. Bañuelos asked for a motion to Award the Contract for the Montrone Building Exterior Façade and Balcony Repairs. Mr. Lou Day reviewed the structural repairs that were identified for this project. He indicated that the funds budgeted for this project include the NSA Funding Program and an awarded PHARE Grant. Mr. Rodriguez made the motion and Mr. Matthews second the motion. It should be noted that Mr. Matthews abstained from voting.

Ayes 3- Bañuelos, Rodriguez, Barnes
Nays 0
Abstained 1 - Matthews

BILLS AND TREASURER'S REPORT

Mr. Matthews reviewed with the Board the financials for February. He reviewed a summary of property expenses, cash and investment reports, the active CAP Fund receipts, and a summary of the FASS and MASS reports. He answered all the Board's questions.

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

Ayes 4 – Bañuelos, Matthews, Rodriguez, Barnes
Nays 0

COMMUNICATION REPORT

Mr. Julio A. Guridy began by mentioning that the Allentown Housing Authority has signed the CDBG Contract in the amount of \$266,648 and the HOME contract in the amount of \$1,600,121.00 with the City of Allentown for the 428 N. 6th St Project. The contracts have been submitted for final execution to the City of Allentown. Mr. Guridy also discussed Bridgeside Estates Phase II (Little Lehigh). He indicated that the Developer's Agreement is being reviewed and revised as needed. He is confident that it will be finalized soon. He also indicated that the Allentown Housing Authority is working with HUD to submit the grant package in the DRGR system for the \$2 million grant from Senator Robert Casey's office. Lastly, he mentioned the recent REAC Inspections that took place this month. He indicated that Mr. Lou Day will have more details on the scoring. He answered all the Board's questions.

Mr. Lou Day began by mentioning that NSA scored 82% and Towers East scored 85% as a result of REAC Inspections. The scores were based off the new NSPIRE physical inspection protocol. He indicated that he will be appealing three findings for Towers East as we recently had a water loss which affected our score. Mr. Day answered the Board's questions.

Ms. Melissa Aclo highlighted that AHA is anticipating the Housing Choice Homeownership Vouchers will be made available to eligible residents effective April 1, 2025. She indicated that Montgomery Housing Authority piloted the Homeownership Voucher Program for HUD and will be using them as a resource for any questions that arise. Lastly, she announced that the Allentown Housing Authority will be hosting a Homeownership Resource Fair at Cumberland Gardens. It will be informative and will include lenders and agencies who assist with credit recovery. Ms. Aclo answered the Board's questions.

Ms. Aida Nuñez announced that AHA was approved Shortfall Funding for HCV and PH. She 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 all past due balances owed from other housing authorities. Lastly, she mentioned that the Compliance Department had HCV Specialist Training in February and Property Managers had Public Housing Specialist Training in March. Ms. Núñez answered the Board's questions.

Mr. Doryan Campo reviewed the HCV Inspection report and the recertification reports for HCV and Public Housing. Mr. Campo answered all the Board's questions.

Mr. Christian Perrucci, Esquire, indicated that he is working on finalizing the Little Lehigh Phase II Developer Agreement, finalizing the CHDO, and has submitted the waiver for the new board member. He answered the Board's questions.

New Business

Mr. Bañuelos recommended that the Allentown Housing Authority obtain training for staff regarding the recent Executive Order allowing enforcement actions by Immigration and Customs Enforcement (ICE) across the country. Mr. Bañuelos briefly mentioned the Continuing Resolution that was passed by the Senate that would maintain level funding for HUD programs. Lastly, he touched on the possible downsizing of HUD staff at local offices. Should this occur, we can expect serious delays.

Mr. Bañuelos asked for a motion to go into Executive Session at 10:36 a.m. to discuss the Development Agreement for Little Lehigh Phase 2. A motion was made by Ms. Barnes and seconded by Mr. Matthews to go into Executive Session.

Ayes 4 - Bañuelos, Matthews, Barnes, Rodriguez
Nays 0

A motion was made to end Executive Session at 11:40 a.m. by Mr. Rodriguez and seconded by Mr. Matthews.

Ayes 4 - Bañuelos, Matthews, Barnes, Rodriguez
Nays 0

A motion was made to adjourn the meeting by Mr. Matthews and seconded by Mr. Rodriguez at 11:41 a.m.

Ayes 4 – Bañuelos, Matthews, Barnes, Rodriguez
Nays 0

ATTEST _____