

ALLENTOWN HOUSING  
AUTHORITY

REGULAR BOARD MEETING  
February 28, 2024

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

PRESENT:	Mr. Fred Bañuelos	Chairperson
	Ms. Donald Senderowitz	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; 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. Also in attendance was Sara Vigneri of the Allenton Voice. The meeting information was posted on the AHA website so members of the general public could participate in-person.

The board meeting started at 9:07 am with Mr. Bañuelos asking for the roll call.

APPROVED MINUTES

Mr. Bañuelos asked for a motion to approve the minutes of the January 24, 2024, Board Meeting. Mr. Matthews made the motion and Ms. Barnes seconded the motion to approve the Board minutes.

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

RESOLUTIONS

Resolution 2712 Approve Procurement Policy Amendment

Mr. Bañuelos asked for a motion to approve the Procurement Policy Amendment. Mr. Matthews made the motion and Ms. Barnes second the motion. Mr. Guridy explained that the bidding thresholds have increased effective January 1, 2024 and answered all of the Board’s questions.

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

Resolution 2714 Approve the 2024 Annual Agency Plan

Mr. Bañuelos asked for a motion to approve the 2024 Annual Agency Plan. Mr. Senderowitz made

the motion and Ms. Barnes second the motion. Mr. Day outlined the purpose of the plan and the capital improvement needs for fiscal year 2024. He indicated that it was made available for review and comment to the residents on February 2, 2024 at the Annual Resident Advisory Board Meeting. There were no public comments or questions. He highlighted the additions to the plan which include the Homeownership Program, Scattered Sites rehabilitation and modernization, the Little Lehigh Phase II Project, and the upcoming Housing Opportunity Through Modernization Act of 2016 (HOTMA) updates that will go into effect once HUD deploys its Housing Information Portal (HIP). Ms. Núñez mentioned that AHA will continue to use the existing plan until HUD finalizes those changes, however, included the changes to the Annual Plan to eliminate the need for a revision in the future. Mr. Day answered all of the Board's questions.

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

#### Resolution 2713 Approve AHA Housing Choice Voucher Homeownership Program Action Plan

Mr. Bañuelos asked for a motion to approve the AHA Housing Choice Voucher Homeownership Program Action Plan. Mr. Matthews made the motion and Ms. Barnes second the motion. Ms. Aclo began by stating that if the Action Plan is approved by the Board, AHA will include it into the Admin Plan for final HUD approval. She indicated that they are hoping to be able to offer these vouchers in January 2025. She also indicated that in the meantime, AHA is working on a strategy to provide the information to the residents. Mr. Bañuelos recommended documenting the steps taken in the formation of the HCVP Homeownership Programs as he can foresee AHA becoming a mentor for other housing authorities. Ms. Aclo answered all of the Board's questions.

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

#### PUBLIC COMMENTARY

Mr. Bañuelos asked if there were any comments from the public. Ms. Sara Vigneri of the Allentown Voice asked if the Allentown Housing Authority has decided on a developer for Little Lehigh Phase II. Mr. Guridy indicated that we received RFPs from a few developers and are in the process of selecting one.

#### BILLS AND TREASURER'S REPORT

Mr. Zachary Matthews reviewed with the Board the financials for January. He reviewed the treasurer's report and asked if there were any questions. There were no questions.

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

Ayes 4 – Bañuelos, Senderowitz, Matthews, Barnes

Nays 0

COMMUNICATION REPORT

Mr. Julio A. Guridy began his report by talking about the Homeownership Program. He stated that two qualified families have signed the contract of sale for the properties located at 413 Allen Street and 916 N. Sixth Street. Closing is scheduled within 60 days. He thanked Ms. Aclo and Attorney Per-rucci for their assistance in this process.

Mr. Bañuelos asked for a motion authorizing the Executive Director, Julio A. Guridy, to execute and negotiate the sale of the homes for the Homeownership Program at the Allentown Housing Authority. Mr. Matthews made a motion and it was seconded by Ms. Barnes to approve.

Ayes 4 – Bañuelos, Senderowitz, Matthews, Barnes

Nays 0

Mr. Guridy continued by mentioning the three grant applications for the 2024 PHARE (Pennsylvania Housing Affordability and Rehabilitation Enhancement Fund) to the Pennsylvania Housing Finance Agency (PHFA). He indicated that we are still waiting on a response. Mr. Guridy then touched on the partnership with the Allentown Redevelopment Authority (RACA) and the development of an 8-unit apartments building. He indicated that we are waiting on a contract from their attorney. Mr. Guridy briefly mentioned the NSPIRE REAC Inspections scheduled on March 18, 2024 for our Scattered Sites. Mr. Day commented that AHA has been preparing for these inspections and the upcoming changes with the new protocol. Mr. Guridy then continued to discuss the Bridgeside Estates, formally known as Little Lehigh, update. He indicated that the Certificate of Occupancies were issued and they are ready for leasing. He indicated that one unit has been leased thus far. Lastly, Mr. Guridy provided an update on the Community Housing Development Organization (CHDO). He indicated that the articles of incorporation have been filed and the bylaws will be executed this afternoon. Mr. Guridy then answered all of the Board's questions.

Mr. Lou Day gave a brief overview of the large projects currently being worked on. He added that AHA is also working on the NSA buildings which have a lot of work to be done. He concluded that we are applying for a Safety and Security grant due at the end of March. AHA was previously awarded one of these grants.

Ms. Aida Núñez reviewed the HCV Reports with the Board including vacancies and unpaid rents. She mentioned the Tenant Protection Vouchers we will be administering for Phoebe Apartments. We are working on creating an MOU. Ms. Núñez answered all of the Board's questions.

Mr. Doryan Campo reviewed with the Board the recertification reports and uncompleted HCV inspections report. Mr. Campo then answered all of the Board's questions.

Mr. Christian Perrucci, Esquire, reviewed the Solicitor's Report with the Board and answered all of the Board's questions.

NEW BUSINESS

Mr. Bañuelos asked for a motion to go into Executive Session at 10:30 am. A motion was made by Mr. Matthews and seconded by Ms. Barnes to go into Executive Session.

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

A motion was made to end Executive Session at 11:19 am by Ms. Barnes and seconded by Mr. Senderowitz.

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

A motion was made to adjourn the meeting by Mr. Senderowitz and seconded by Ms. Barnes at 11:20 am.

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

ATTEST \_\_\_\_\_