

ALLENTOWN HOUSING  
AUTHORITY

REGULAR BOARD MEETING  
March 27, 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
	Mr. Donald Senderowitz	Vice-Chairperson
	Mr. Zachary Matthews	Treasurer
	Ms. Sandra Barnes	Secretary
	Mr. Carlos Rodriguez, Esquire	(via Zoom)

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 were the City of Allentown Mayor Matt Tuerk and 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 9:05 am with Mr. Bañuelos asking for the roll call.

APPROVED MINUTES

Mr. Bañuelos asked for a motion to approve the minutes of the February 28, 2024, Board Meeting. Mr. Matthews made the motion and Ms. Barnes seconded the motion to approve the Board minutes.

Ayes 5 – Bañuelos, Senderowitz, Matthews, Barnes, Rodriguez  
Nays 0

RESOLUTIONS

Resolution 2715 Award Contract for Central Park Common Area Hallway Carpet Replacement

Mr. Bañuelos asked for a motion to award the contract for Central Park Common Area Hallway Carpet Replacement. Mr. Matthews made the motion and Ms. Barnes second the motion. Mr. Guridy provided an overview of this project and answered all of the Board’s questions.

Ayes 5- Bañuelos, Senderowitz, Matthews, Barnes, Rodriguez  
Nays 0

Resolution 2716 Adopting Amendment to Employee Handbook

Mr. Bañuelos asked for a motion to approve the Adopting Amendment to the Employee Handbook. Mr. Senderowitz made the motion and Ms. Barnes second the motion. Mr. Guridy highlighted the change to the employee handbook and answered all of the Board's questions.

Ayes 5- Bañuelos, Senderowitz, Matthews, Barnes, Rodriguez  
Nays 0

#### PUBLIC COMMENTARY

Mr. Bañuelos asked if there were any comments from the public. Ms. Sara Vigneri of the Allentown Voice commented that she was present to hear updates regarding the Bridgeside Estates during the Executive Director's report.

Mr. Bañuelos then introduced Mayor Tuerk who began by thanking the Board of Commissioners of the Allentown Housing Authority for their service and commitment to the City of Allentown. He also thanked Mr. Guridy for his dedication to the housing authority. He is grateful to the housing authority for its participation in improving the affordability of housing in the City of Allentown. He then discussed the zoning code amendment and the remap to facilitate the production of more housing in the City of Allentown. He concluded with the Redevelopment Authority in which the city will be providing administration services. This will allow the city to transact and process properties more rapidly. He also thanked the Allentown Housing Authority for its partnership with the Redevelopment Authority and looks forward to working with AHA. Mr. Bañuelos thanked Mayor Tuerk for his attendance at the Board Meeting and for his support to the Allentown Housing Authority.

#### BILLS AND TREASURER'S REPORT

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

Mr. Bañuelos asked for a motion to approve the financials for February. Mr. Matthews made a motion and it was seconded by Mr. Senderowitz to approve.

Ayes 5 – Bañuelos, Senderowitz, Matthews, Barnes, Rodriguez  
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. He indicated that TAG Associates is assisting with the disposition paperwork

and submission. 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 Allentown Redevelopment Authority (RACA). He indicated that AHA has received a contract from their counsel and are reviewing the terms of the contract. Mr. Guridy then provided an update on the Bridgeside Estates, formally known as Little Lehigh. He indicated that they have 25 tenants ready for lease up this month and 25 expected by the end of April. Lastly, Mr. Guridy provided an update on the Community Housing Development Organization (CHDO). He indicated that all documentation have been submitted to the IRS and we are waiting for final approval. Mr. Guridy then answered all of the Board's questions.

Mr. Lou Day began by stating that the AHA scored a 73% on Scattered Sites REAC inspections. He indicated that this score has increased from a 59% and AHA has continued to train to better prepare for these inspections. Mr. Day continued to discuss that a few of the current big projects are closer to completion. A lot of the delays were due to manufacturing. Lastly, He indicated that the AHA has submitted its Annual Plan.

Ms. Melissa Aclo highlighted the Homeownership Program. She indicated that the documents that will be added to our admin plan have been completed and sent for review. She also indicated that the information session luncheons have been scheduled to enlighten residents on the Homeownership Program and its requirements.

Ms. Aida Núñez reviewed the HCV Reports with the Board including vacancies and unpaid rents. She stated that we have 15 vacant units, 5 which will be leased this week and that we are at 9% with rent collections. She mentioned the Tenant Protection Vouchers that AHA will be administering for Phoebe Apartments, 96 in total. Ms. Núñez the answered all of the Board's questions.

Mr. Doryan Campo reviewed with the Board the recertification reports and answered all of the Board's questions.

### NEW BUSINESS

Mr. Bañuelos asked for a motion to go into Executive Session at 10:53 am to discuss future developments. A motion was made by Mr. Matthews and seconded by Ms. Barnes to go into Executive Session.

Ayes 5 - Bañuelos, Senderowitz, Matthews, Barnes, Rodriguez  
Nays 0

A motion was made to end Executive Session at 11:30 am by Ms. Barnes and seconded by Mr. Senderowitz.

Ayes 5 - Bañuelos, Senderowitz, Matthews, Barnes, Rodriguez  
Nays 0

A motion was made to adjourn the meeting by Mr. Senderowitz and seconded by Ms. Barnes at 11:31 am.

Ayes 5 – Bañuelos, Senderowitz, Matthews, Barnes, Rodriguez  
Nays 0

ATTEST \_\_\_\_\_