

ALLENTOWN HOUSING
AUTHORITY

REGULAR BOARD MEETING
October 25, 2023

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
	Mr. Zachary Matthews	Treasurer
	Mr. Sandra Barnes	Secretary

Also participating in the Board Meeting were Aida Núñez, Director of Housing Management, Arelis Torres, Executive Secretary; Megan Solt, Comptroller; Lou Day, Director of Maintenance Operations; Melissa Aclo, Social Services Director, and Doryan Campo, Director of Compliance; and Christian Perrucci, Esquire. The meeting information was posted so members of the general public could participate in-person.

The board meeting started at 9:22 am with Mr. Bañuelos asking for the roll call.

PUBLIC COMMENTARY

Mr. Bañuelos asked if there were any comments from the public. Kevin Easterling was present and inquired about our upcoming newsletter. Ms. Aclo informed him that Patty Pologruto will be taking over for Joe McDermott and is currently working on the next edition. He had no further comments or concerns.

APPROVED MINUTES

Mr. Bañuelos asked for a motion to approve the minutes of the September 27, 2023 Board Meeting. Mr. Matthews made the motion and Mr. Senderowitz second the motion to approve the Board minutes.

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

BILLS AND TREASURER’S REPORT

Ms. Megan Solt reviewed with the Board the September financials for this meeting and reviewed the Treasurer’s Report and the Cash and Investment reports for each property. She then answered all of the Board’s questions.

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

Ayes 4 – Senderowitz, Barnes, Bañuelos, Matthews

Nays 0

COMMUNICATION REPORT

Ms. Aida Núñez reviewed the Executive Director's Report in Mr. Guridy's absence. She began by discussing the Gross Towers fire loss incident that took place on June 13, 2023. She indicated that the hearing was postponed again and will now be held on November 15, 2023 at 10:30 a.m.

She then mentioned that AHA has submitted an application to the Federal Home Loan Bank of Pittsburgh (FHLBP) for \$750,000.00 for the reconstruction of (7) of our scattered sites properties for our Home Ownership Program. Ms. Núñez noted that we are still awaiting a response. She continued to provide an update on the Scattered Sites; GIN Notices were sent to all residents that the housing authority identified as homeownership properties.

Ms. Núñez then indicated that AHA will be submitting a request to HUD to delay the NSPIRE Inspections for the Housing Choice Voucher Program until next year. She indicated that this would start the fiscal year fittingly.

Ms. Núñez continued to discuss Little Lehigh/Bridgeside Estates. The electrical meters have been received after a long delay and construction is back on schedule with a completion date of December 9, 2023. Mr. Bañuelos then asked the status of the HAP Contract for Little Lehigh Phase 1. Ms. Núñez indicated that they have met with Pennrose regarding lease-up and have a plan in place. Ms. Núñez further indicated that she will be working on the HAP Contract for the Board to review and approve. She then indicated that we currently have four residents remaining in Little Lehigh and one of the residents will be vacating tomorrow. The other two families have found units and are awaiting on inspections. The last resident remaining is in the K Building and is refusing to leave. We have taken her to court, in which the judge ruled in our favor, and she filed an appeal. The resident has been working with Empire Property.

After further discussion, the Board asked for a motion to authorize Allentown Housing Authority to negotiate as an incentive of 3 months rent plus the security deposit upon lease-up for the remaining resident. Mr. Bañuelos asked for a motion. Mr. Matthews made the motion and Ms. Barnes seconded.

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

Ms. Núñez concluded with the progress of developing a Community Housing Development Organization (CHDO). Upon further discussions, the Board proposed a motion to authorize Mr. Julio Guridy to begin the work in the formation of a Community Housing Development Organization (CHDO). Mr. Matthews made a motion and Ms. Barnes seconded for approval.

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

Mr. Lou Day began by providing the Board with a summary of upcoming projects. He highlighted the Walnut Manor Door Replacement Project, which is currently underway and is approximately a week and a half away from completion. He also discussed the Walnut Manor Landscaping Enhancements

Project, which is advancing quickly and should be completed within a month and a half. He concluded with a brief update on the renovations of the Scattered Sites: 916 N 6th St 413 W. Allen St. He answered all of the Board's questions.

Ms. Melissa Aclo provided the Board with an update of the ROSS program. She indicated that there were vaccine clinics at all high-rises this fall for flu, shingles, and COVID shots. She also indicated that there will be health insurance fairs coming this fall to all AHA properties due to open enrollment.

Ms. Aida Núñez reviewed the HCV Reports with the Board including vacancies and unpaid rents. We currently have 16 vacancies and are at 9.43% of uncollected rent. Ms. Núñez reviewed the SEAMAP score. She concluded by announcing that AHA will be collaborating and administering 100 TPV vouchers for Phoebe Apartments. Ms. Núñez answered all of the Board's questions.

Mr. Doryan Campo reviewed with the Board the Rent Cafe Registration events that he has been holding to assist AHA's residents with the tenant portal. He reiterated that he has been having much success thanks to the efficiency of his staff. He also mentioned the Landlord Outreach that was held here at Gross Towers. He concluded by reviewing his recertification reports and uncompleted HCV inspections report.

NEW BUSINESS

Resolution 2702 – Approve Operating Budget for Cumberland Gardens Phase 1 FYE 2024

Mr. Bañuelos asked for a motion to approve the operating budget for Cumberland Gardens Phase 1 FYE 2024. Mr. Matthews made the motion and Mr. Barnes second the motion.

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

Resolution 2703 – Approve Operating Budget for Cumberland Gardens Phase 2 FYE 2024

Mr. Bañuelos asked for a motion to approve the operating budget for Cumberland Gardens Phase 2 FYE 2024. Mr. Senderowitz made the motion and Ms. Barnes second the motion.

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

A motion was made to adjourn the meeting by Mr. Matthews and seconded by Ms. Barnes at 10:49 am.

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

ATTEST _____