

ALLENTOWN HOUSING AUTHORITY

REGULAR BOARD MEETING

September 24, 2025

The Board of Commissioners meeting was called to order by Mr. Bañuelos at 9:09 am, and upon Roll Call, those present and absent were as follows:

PRESENT:	Mr. Fred Bañuelos	Chairperson
	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 via Zoom; Ms. Arelis Torres, Executive Secretary; Ms. Tina Sargent, Comptroller via Zoom; Mr. Lou Day, Director of Maintenance Operations; Ms. Aida Núñez, Director of Housing Management; Ms. Melissa Aclo, Social Services Director; and David Fiori, III, Esquire. Also in attendance was Mr. Kevin Easterling of Black Heritage Association LV.

APPROVED MINUTES

Mr. Bañuelos asked for a motion to approve the minutes of the August 27, 2025, Board Meeting. Mr. Matthews made the motion and Ms. Barnes 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. Mr. Kevin Easterling, of Black Heritage Association LV, introduced himself to the Board. He provided a proposal to the Allentown Housing Authority to acquire 70 brand new laptops from a grant he was awarded through the ARPA Pennsylvania Digital Connectivity Technology Program. He indicated that he thought the housing authority would make the best use of the laptops and would have the space needed to centralize an internet center. He concluded that he is looking forward to a partnership with the housing authority. It was recommended by the Board that he meet with Julio regarding this matter.

RESOLUTIONS

Resolution 2768 Approve Tuition Reimbursement Policy

Mr. Bañuelos asked for a motion to accept the Tuition Reimbursement Policy. Mr. Guridy explained that the policy includes a new form that must be completed as a pre-requisite. Mr. Matthews made the motion to

accept and Ms. Barnes second the motion.

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

Resolution 2769 Award Contract for Central Park Landscape Enhancements

Mr. Bañuelos asked for a motion to award the contract for Central Park Landscape Enhancements. Mr. Day explained that the current trees, site furnishing, and lighting need replacement. He reviewed the bid tabulation and recommendation. Ms. Barnes made the motion to accept and Mr. Matthews second the motion.

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

Resolution 2770 Award Contract for Scattered Site Homeownership Phase II Rehab – 174 W. Gordon St

Mr. Bañuelos asked for a motion to award the contract for Scattered Site Homeownership Phase II Rehab – 174 W. Gordon St. Mr. Day reviewed the bid recommendation and tabulation. He indicated that AHA will use funds from the PHARE grant awarded. Ms. Barnes made the motion and Mr. Matthews second the motion.

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

Resolution 2771 Award Contract for Scattered Site Homeownership Phase II Rehab – 404 N. Fair St & 406 N. Fair St

Mr. Bañuelos asked for a motion to award the contract for Scattered Site Homeownership Phase II Rehab – 404 N. Fair St & 406 N. Fair St. Mr. Day reviewed the bid recommendation and tabulation. He indicated that AHA will use funds from the PHARE grant awarded. Mr. Matthews made the motion and Ms. Barnes second the motion.

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

BILLS AND TREASURER'S REPORT

Mr. Matthews reviewed with the Board the financials for August. He provided a summary of the treasurer's report, active CAP Fund receipts, and the cash and investment reports. Mr. Jake Bastoni also attended the meeting via Zoom to review the FASS/MASS reports with the Board. He answered all the Board's questions.

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

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

COMMUNICATION REPORT

Mr. Julio A. Guridy's report was tabled due to service connectivity disruption.

Mr. Lou Day began by mentioning a few projects he is currently working on. He stated that several of the exterior building and landscape upgrades projects are developing as planned. One of the projects he highlighted was Central Park. Central Park will have replaced siding, new windows and patio sliding doors, and painting of all balconies. He indicated that he will have before and after pictures available once the projects are completed. Lastly, he indicated that all loss and mitigation issues have been finalized. Mr. Day answered all the Board's questions.

Ms. Melissa Aclo highlighted that there were four scholarship recipients this month and all are on a rolling admission. Mr. Bañuelos recommended looking into the MARC NAHRO scholarships that these recipients might be eligible for. Ms. Aclo indicated that she is familiar with said scholarships and has been waiting for their admissions to open. Ms. Aclo also announced that we have our first homeownership voucher participant who is eligible for the program. She is assisting the participant with the necessary steps toward settlement. Lastly, she mentioned that the October newsletter will have an article on the Scattered Site Homeownership Program identifying the eligibility requirements and contact information. She answered all the Board's questions.

Ms. Aida Núñez reviewed the HCV Reports with the Board. She indicated that there were 2% vacant units, rent collection is at 90%, and our HAP Utilization was at 95%. Lastly, she announced that the waiting list was open from September 22 through September 26. Staff were readily available to assist applicants if needed. She indicated that over 400 people had already applied. She answered all the Board's questions.

Ms. Aida Núñez briefly reviewed the voucher report on behalf of Mr. Doryan Campo. She mentioned the transitioning of 39 EHV families to HCV. She indicated that there is a software plug-in that will be utilized for this transition. The waiver to streamline this process was approved by HUD and the housing authority will receive a one time payment of \$1,000 for each EHV participant. She answered all the Board's questions.

Mr. David Fiori, III, Esquire indicated that he has been assisting the AHA with the obtaining documents with regards to the two million dollars grant award. He also stated that his office has been helping AHA with a few tenant eviction matters.

A motion was made to adjourn the meeting by Mr. Matthews and seconded by Mr. Rodriguez at 10:30 a.m.

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

ATTEST _____