

ALLENTOWN HOUSING AUTHORITY

REGULAR BOARD MEETING

February 22, 2018

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

PRESENT:	Mr. Donald Senderowitz	Chairperson (via phone)
	Mr. Alan Jennings	Secretary
	Mr. Julio Guridy	Treasurer
	Mr. Fred Bañuelos	Assistant Treasurer

Also present at the Board Meeting were Mr. Daniel R. Farrell, Executive Director; Ms. Aida Nunez, Director of Housing Management; Mr. Eric Reinert, Comptroller; Mr. Christian Perrucci, Esquire; and Ms. Mandy Merchant from Clifton Larson Allen, LLP. Mr. Sherry was absent.

The board meeting started at 9:10 am.

PUBLIC COMMENTARY

Mr. Jennings introduced Ms. Mandy Merchant, the Audit Principal for our audit from Clifton Larson Allen auditors. She introduced herself and handed out the presentation of the audit summarizing the results to the Board. She started by telling the Board that the audit packet includes the audit reports, the letter of communication to the Board, the management letter and a separate letter for the closed grants. She continued by discussing the balance sheet and the significant changes during the year. Ms. Merchant explained the change in the net position and what caused it. She reviewed the statement of revenue, expenses and changes in the net position and discussed the significant changes with HCVP admin funds and HAP funding. Also discussed were other decreases in revenue and administrative expenses, and increases in maintenance costs. Ms. Merchant reviewed HCVP Admin Revenue vs. Admin Expenses and then reviewed Public Housing Revenue vs. Expenses. She finished her presentation by reviewing the Single Audit report and told the Board that there were three findings and explained to the Board what they were and the Housing Authority's response to these findings. Ms. Merchant reviewed and discussed the Management Letter with the Board and asked if there were any questions. The Board discussed the findings and the action plan to address these findings. The Board asked for a follow up to the action plan in three months and put it on our agenda. This portion of the meeting ended at 9:55am.

Mr. Darrin Fry from Teamsters Local 773 representing the maintenance department, came to the meeting to discuss an issue with maintenance M4 William Rivera and his desire to step down to his previous position of maintenance mechanic. The concern brought to the Board- is his mechanic salary being redlined and a pay freeze with no future salary increases. The Board stated this is a personnel matter and additional information would be needed for Mr. Farrell and Mr. Perrucci to discuss and bring their recommendation to the Board.

Ms. Shareen Conyers from the 700 Building came to the meeting to discuss some issues at that Building. She stated that there are drug deals in the parking lot and has called the police, but they come after they are gone. She raised other issues concerning the lobby furniture and bed bugs, and visitor parking where people are leaving their cars parked in the lot all day. These concerns were presented to the board and discussed.

APPROVED MINUTES

Mr. Bañuelos continued the meeting and asked for a motion to approve the minutes of the January 25, 2018 Board Meeting. A motion was made by Mr. Jennings and seconded by Mr. Guridy to approve the Board minutes.

Ayes 4 – Senderowitz, Jennings, Guridy, Bañuelos
Nays 0

BILLS AND TREASURER’S REPORT

Mr. Guridy reviewed the financials stating that Conventional Housing and Central Office had net losses. He continued with the NSA’s which had a net income as well as Section 8. Mr. Guridy reviewed Cumberland Phase 1 which had a net loss; Phase 2 had net income and Phase 3 had a net loss. He reviewed the year to date financials and reported that Conventional Housing had a net income, and Central Office also had net income. He continued with NSA having net income as well as Section 8. Cumberland Phase 1 and had net loss; Phase 2 had a net income; while Phase 3 had a net loss. He reviewed December investments and the check register. The Board discussed the \$176,000 that the Housing Authority will be receiving as a result of litigation against HUD four years ago when they recaptured excess operating reserves from housing authorities. The money will be put in the business activities as a reserve until we can decide what we will do with it.

A motion was made by Mr. Jennings and seconded by Mr. Guridy to approve the financial reports.

Ayes 4 – Senderowitz, Jennings, Guridy, Bañuelos
Nays 0

COMMUNICATION REPORT

Mr. Farrell discussed the training in January that resulted in the Core Values for the Housing Authority that he presented to the Board to review. He added that these values will be presented to the employees and residents. He informed the Board of a HUD audit that will be taking place in May and the HUD field office will be here for five days on site.

OLD BUSINESS

Mr. Farrell handed out information to the Board about Project Based Vouchers and discussed the Housing Authority's capacity to do project based vouchers based on HUD's formula. He explained that we have the capacity to do 70 vouchers, but that would put us in shortfall. Mr. Farrell continued by stating he has been approached by several developers to do a project based voucher solicitation. He told the Board that he felt we should not put out a solicitation at this point. He continued, at some point in time we are going to need project based vouchers for our own development needs and felt we need to put our needs at the top of the list in the community. Mr. Jennings left the meeting at 10:50am.

NEW BUSINESS

Resolution 2529 – Approve Audited Financial Statements FYE June 2017

A motion was made by Mr. Jennings to approve the resolution and was seconded by Mr. Guridy.

Ayes 4 – Senderowitz, Jennings, Guridy, Bañuelos

Nays 0 –

A motion was made by Mr. Guridy to adjourn the meeting and Mr. Senderowitz seconded the motion. The Board meeting was adjourned at 10:55am.

Ayes 3 – Senderowitz, Guridy, Bañuelos

Nays 0

ATTEST _____