

ALLENTOWN HOUSING AUTHORITY

REGULAR BOARD MEETING

January 25, 2018

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

PRESENT:	Mr. Donald Senderowitz	Chairperson (via phone)
	Mr. Alan Jennings	Secretary
	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; Mr. Donald Senderowitz was not present, but participated by phone. Mr. Sherry and Mr. Guridy were absent.

The board meeting started at 9:05 am.

PUBLIC COMMENTARY

Three residents from the 700 Building came to the meeting at 9:40am, Michelle Lytle, Shareen Conyers and Floyd Sanders. Their concerns were presented to the board and discussed. A suggestion was made that the Property Manager, Diane Groman should meet with Ms. Conyers and Mr. Jenkins to discuss these issues and work together until they are addressed and a progress update would be presented at future meetings.

APPROVED MINUTES

Mr. Jennings started the meeting and asked for a motion to approve the minutes of the December 14, 2017 Board Meeting. A motion was made by Mr. Bañuelos and seconded by Mr. Senderowitz to approve the Board minutes of the December 14, 2017 Board Meeting.

Ayes 3 – Senderowitz, Jennings, Bañuelos
Nays 0

BILLS AND TREASURER’S REPORT

Mr. Reinert reviewed the financials stating that Conventional Housing and Central Office had net Incomes. He continued with the NSA’s which had a net income as well as Section 8. Mr. Reinert reviewed Cumberland Phases 1 and 2 which had net incomes and Phase 3 had a net loss. Mr. Reinert 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 Phases 1 and 2 had net incomes; while Phase 3 had a net loss. He

reviewed December investments and the check register. Mr. Reinert told the Board that the budget looks good because the operating subsidy is doing better than what we had budgeted. Mr. Reinert reviewed the November financials that were not received in time for the December meeting.

A motion was made by Mr. Bañuelos and seconded by Mr. Senderowitz to approve the financial reports.

Ayes 3 – Senderowitz, Jennings, Bañuelos

Nays 0

COMMUNICATION REPORT

Mr. Farrell discussed the small area fair market rent rule which was recently released. He explained how it allows Housing Authorities to use Fair Market Rents (FMR) based on zip codes as opposed to Fair Market Rents based on the Metropolitan Statistical Area (MSA). The impact, he explained, is that it lowers the FMR in the city and raises the FMR in Lehigh County. The Board discussed the fair market rents and this rule. Mr. Farrell told the board that we are starting a transition with our operating software. He also discussed the difficulty we are having trying to get a bilingual Clerk Typist through Civil Service due to the fact there is no longer a testing center in Allentown and potential candidates have to travel to Harrisburg, Philadelphia or Wilkes-Barre for testing. Mr. Senderowitz inquired about the \$176,000 we are getting back from litigation and where we can use this money. Mr. Reinert said it would go into our Business Activity Account as it's a refund of our Operating Subsidy monies and is ours; HUD has not given us any direction how to use it. The Board discussed how this money can be used. Mr. Farrell responded to Mr. Bañuelos' question about the Housing Authority putting out a formal RFP requesting submissions requests for Project Based Vouchers, by stating that he wants to put together a plan showing the impact and have the Board advise if an RFP should be done.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Resolution 2528 – Approve Revised Procurement Policy

Mr. Farrell stated this is an update for our procurement policy and there were some items that needed to be removed and updated. The Board asked about minority vendors, Section 3 vendors, women owned businesses and any preferences for Allentown vendors in this policy. Mr. Farrell let the board know that these are mentioned in the procurement policy, except for Allentown vendor preferences, which is not allowed by HUD. A motion was made by Mr. Bañuelos to approve the resolution and was seconded by Mr. Senderowitz.

Ayes 3 – Senderowitz, Jennings, Bañuelos

Nays 0 –

Mr. Farrell handed out a draft of the audit which is being presented at the March meeting for the Board to approve. He added that there were three findings regarding tenant file issues.

A motion was made by Mr. Bañuelos to go into Executive Session and Mr. Senderowitz seconded the motion. The Board went into Executive Session at 10:30am.

Ayes 3 – Senderowitz, Jennings, Bañuelos

Nays 0

The meeting adjourned at 11:00 am.

ATTEST _____