

ALLENTOWN HOUSING AUTHORITY

REGULAR BOARD MEETING

March 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. John Sherry	Vice Chairman
	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; and Mr. Christian Perrucci, Esquire. Mr. Senderowitz and Mr. Jennings were absent.

The board meeting started at 9:15 am.

The meeting started with Mr. Banuelos reading the information related to the Annual Plan and the review of the plan from the Resident Advisory Board meeting on February 2, 2018 held in the Gross Towers Board Room. There were no members of the Resident Advisory Board present at the meeting today or general public present at the meeting. Mr. Farrell explained that this is a fairly standard Annual Plan that we discussed with the Resident Advisory Board in February. He continued that we have our Cap Fund budget that is based on last year's numbers and then HUD tells us what the number is and we revise and change our budget. He continued that the budgeted number for 2018 was \$1.6 million and from that we have the 700 Building roof, replacing elevators at Gross Towers, 700 Building floor finishes, hot water boilers at Walnut Manor and funds for operations. These items we want to have completed this year or accumulate money for these projects. The Board asked which projects were going to be addressed in future years and Mr. Farrell replied that it would be the elevators, heat distribution and hot water boilers, water softeners, and possibly trash chute doors at various sites. Mr. Farrell continued that we have identified Little Lehigh, one phase of Overlook Park, and two phases of Cumberland Gardens for RAD conversion. We have also looked at Little Lehigh and Scattered Sites for demolition/disposition. The Board also discussed the Family Self Sufficiency program and how that would help with home ownership. Mr. Bañuelos asked for a motion to adjourn the Annual Plan portion of the meeting. Mr. Guridy made the motion and Mr. Sherry seconded the motion. The Annual Plan meeting ended at 9:50am.

Ayes 3 – Sherry, Guridy, Bañuelos
Nays 0

PUBLIC COMMENTARY

There was no public commentary.

APPROVED MINUTES

Mr. Bañuelos continued the meeting and asked for a motion to approve the minutes of the February 22, 2018 Board Meeting. A motion was made by Mr. Guridy and seconded by Mr. Sherry to approve the Board minutes.

Ayes 3 – Sherry, 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 income. He reviewed the year to date financials and reported that Conventional Housing had a net income, and Central Office had net loss. He continued with NSA having net income as well as Section 8. Cumberland Phase 1 had net loss; Phase 2 had a net income; and Phase 3 also had net income. He reviewed the February investments for Cumberland Gardens, NSA and for HCVP and the check register. The Board discussed the income statements and how dwelling rent is being reported. Their concern is rent collected versus what the potential rent is. A recommendation made by a board member was for monthly write offs to see what rent we have collected, what rent we could collect and what is our delinquent rent. A motion was made by Mr. Bañuelos and seconded by Mr. Sherry to approve the financial reports.

Ayes 3 – Sherry, Guridy, Bañuelos

Nays 0

COMMUNICATION REPORT

Mr. Farrell discussed the vacant positions for laborer and receptionist and told the Board that we will be filling these positions soon. He discussed the Director of Maintenance Operations position and how it is being filled in place of the Director of Capital Improvements position, which was a Civil Service position. A Board member recommended that our open positions should be posted in our newsletter so that we can comply with Section 3. Mr. Farrell continued that we are reviewing the move in process and documents and information needed by residents with the anticipation of developing a handbook to help with this process.

OLD BUSINESS

There was no old business.

NEW BUSINESS

Resolution 2530 – Approve 2018 Annual Agency Plan

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

Ayes 3 – Sherry, Guridy, Bañuelos

Nays 0

Resolution 2531 – Approve Development Rights Agreement for Little Lehigh

Mr. Farrell discussed the Development Rights Agreement which sets the parameters for Little Lehigh, but is not a final resolution. He reviewed the highpoints of the agreement which include a commitment to RAD conversion, a split of the Developer Fee, the AHA to be the general partner which preserves our right to manage the site from the beginning and Pennrose is asking for a commitment on the predevelopment loan. Mr. Farrell told the Board they have asked for \$100,000 commitment, which we can use from our Replacement Housing Factor funds from the Capital Fund program. Mr. Farrell discussed pulling some of the NSA units onto the Little Lehigh site and said we will look at this option and evaluate it. The Board questioned if the resolution would come back to the Board once the renegotiations are done so they know what it will cost. The Board also stated that if Mr. Farrell and the Chairman of the Board decide what happens; the Board would not have any additional input. Mr. Bañuelos said that what would be helpful would be to see the whole project scope; the proposed number of units, the amount of money, and the development fee percentage. Mr. Guridy suggested that the last paragraph of the resolution be changed and then bring back to the Board for voting. A motion was made to discuss Resolution 2531 by Mr. Guridy and was seconded by Mr. Sherry. The amended language for this resolution was discussed and recommended to be changed to remove “finalize” and insert “negotiate the Development Rights Agreement on behalf of AHA and thereafter bring forth the parameters of the final deal to the Board for approval”.

A motion was made to approve the resolution with the amended wording by Mr. Guridy and seconded by Mr. Sherry.

Ayes 3 – Sherry, Guridy, Bañuelos

Nays 0

Resolution 2532 – Approve Memorandum of Understanding for Neighborhood Strategy Area Development

Mr. Farrell explained that this is for the NSA properties and is different from public housing because these are the 95 units in center city and are funded by a Section 8 contract. He explained the difference that HUD’s control is the rental assistance contract, and in public housing HUD’s control is the annual contributions contract tied to the unit. For the NSA we don’t know the

parameters of the deal yet, and this MOU allows us to work towards a deal and bring a Development Rights Agreement back to the board for approval. Mr. Farrell explained that this MOU will become either a development rights agreement or some other formal document for a tax credit application. The Board discussed both projects and asked about the Housing Authority needing to have a relocation plan and budget. Mr. Farrell replied that he has talked to a consultant about assisting in this process.

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

Ayes 3 – Sherry, Guridy, Bañuelos

Nays 0

A motion was made by Mr. Guridy to adjourn the meeting and Mr. Sherry seconded the motion. The Board meeting was adjourned at 11:30am.

Ayes 3 – Sherry, Guridy, Bañuelos

Nays 0

ATTEST _____