MONROE COUNTY
AFFORDABLE HOUSING
BOARD MEETING
Wednesday, March 19th, 2025 8:00 A.M.

The Regular Monthly Meeting of the Monroe County Affordable Housing Board was held at 8:00 A.M., on Wednesday, March 19th at the County Commissioner's Meeting Room located in the Monroe County Administrative Center, One Quaker Plaza, Stroudsburg, PA.

ROLL CALL OF MEMBERS IN ATTENDANCE
Deborah Huffman, Board Chair, called the Meeting to order with the following in attendance:

Deborah Huffman
Jennifer Shukaitis
William Cullen
Mike Katz
Thomas McKeown
Linda Kaufman (Ex-Officio)
Jen Strauch (Ex-Officio)

Excused: Christopher Breen, Rachel Burbank, Robert Brown, Netoya Nevarez, Todd Weitzmann, Thomas Wilkins, and Wayne Vanderhoof.

Also present: Commissioner Sharon Laverdue and Commissioner David Parker and Mrs. Jennifer Joyce, RDA staff

PUBLIC COMMENTS:

None at this time.

CORRESPONDENCE:

None at this time.

PRESENTATION/FUNDING REQUEST – GoodHomes Communities – Hotel Adaptive Re-Use Project at 1220 West Main, Stroudsburg, PA – Discussion

The Board received a Supportive Housing Assistance Program Application for discussion only. Mr. Tom Campbell, Director of Housing Initiatives from the Pocono Mountains United Way discussed the GoodHomes Communities Hotel Adaptive Re-Use Project. Mr. Campbell reported on the lack of affordable housing in Monroe County as noted in the recent 2023 Affordable Housing Study commissioned by the RDA. Based on Study there are only 1,104 assisted rental units and as of 2022 there were 4,500 households on the waitlist for these units. There is also the homeless population that exists and as shelters like the Wesleyan Inn Cold Weather Shelter close in the spring this number can increase. This project is for the purchase and redesign of the former Sheraton/Clarion Hotel located at 1220 West Main Street, Stroudsburg to create 130 small & low-cost efficiency and one-bedroom units. A significant portion of the rental units will be used by local employers for their employees via agreements as well as anticipated to coordinate agreements that may be made with local housing support agencies like Family Promise of Monroe County, Safe Monroe, as well as other agencies. The target number of household based on median income are forty-five (45) at 80% and fifteen (15) at 50% median family income or below. Mr. Campbell stressed the importance of local funding for these types of projects to reflect interest from the county. The Board will discuss further at the May meeting.

Chair Huffman declared the absence of a quorum noting that no motions will occur unless a quorum is recognized.

The following agenda items were tabled to the May 21st, 2025 Meeting due to lack of quorum.

- Approval of January 15, 2025 Minutes;
- Financial Status of Funds Report ending February 28, 2025
- New Business – Subcommittee to review Nonprofit Grant Program Applications and award recommendations.

OLD BUSINESS

a) Board Member Vacancy – Discussion – Adan Steven-Diaz Resume (as previously circulated to the Board)

Members discussed the Board vacancy and will provide additional recommendations for the Board to consider in the vacancies and will discuss at the May meeting.

NEW BUSINESS

a) 2025 Nonprofit Grant Program– Discussion – Program Guideline/Application (as previously circulated to Board Members)

FIRST TIME HOMEBUYERS REPORT

a) First Time Homebuyers Report – January/February 2025 - (as previously circulated to Board Members)

Mrs. Joyce provided a report for January/February 2025 to the Board Members.

- Eleven (11) Requests for information/inquiries.
- One (1) application received & approved
- One (1) closing held
- Total funds disbursed FY 2025 is $6,477.00.

GOALS FOR NEXT MEETING (May 21, 2025)

1. Board Vacancy(s) – Discussion
2. Subcommittee for 2025 Nonprofit Grant Program Applications - Review

ADJOURNMENT

The Meeting was adjourned at 9:00 am.

Monroe County Affordable Housing Trust Fund Account

BALANCE SHEET

ASSETS

As of: 2/28/2025

Monroe County Funds Treasurer's Account	$	649,220.10	
MC Act 137 Affordable Housing Checking Account(s)	$	2,913.10	
TOTAL CASH ON HAND	**$**	**652,133.20**	
LOANS RECEIVABLE	$	583,323.00	(1st Time Homebuyer)
	$	2,537,278.34	(Project-based)
TOTAL ASSETS	$	3,772,734.54	
LIABILITIES			
TOTAL LIABILITIES	$	-	
FUND BALANCE	$	3,772,734.54	