

**MONROE COUNTY
AFFORDABLE HOUSING
BOARD MEETING**

Wednesday, May 21st, 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, May 21st, 2025 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

Jennifer Shukaitis, Board Vice Chair, called the Meeting to order with the following in attendance:

Jennifer Shukaitis
Robert Brown (virtually)
Christopher Breen
Netoya Nevarez (virtually)
Todd Weitzmann

Thomas Wilkins
Wayne Vanderhoof
Linda Kaufman (Ex-Officio)
Jen Strauch (Ex-Officio)

Excused: Deborah Huffman, Rachel Burbank, William Cullen, Mike Katz, and Thomas McKeown

Also present: Monroe County Commissioner, David Parker and Mrs. Jennifer Joyce, RDA staff

PUBLIC COMMENTS:

None at this time.

CORRESPONDENCE:

None at this time.

PRESENTATION/FUNDING REQUEST

Ms. Strauch updated the Board on an application previously discussed during the March 19, 2025 Board Meeting from GoodHomes Communities Hotel Adaptive Re-Use Project at 1220 West Main Street, Stroudsburg. She stated that the investor did pursue the purchase of the said property. A correct application may possibly be brought before the Board for a request for funding for renovations.

The Pocono Mountains United Way has signed a Contract Agreement with Housing Urban Development (HUD) to provide the Rental Assistance to fourteen (14) eligible households in Monroe County for a period of twelve (12) months. This program will require a staff member. A Supportive Housing Application has been provided to the PMUW to be presented to the Board at a later date

APPROVAL OF MEETING MINUTES – January 15, 2025 and March 19, 2025 - Minutes (as previously circulated to Board Members)

Motion by Thomas Wilkins and seconded by Todd Weitzmann to approve the minutes of the meeting held on January 15, 2025 and March 19, 2025 as presented. All Board Members present unanimously approved.

STATUS OF FUNDS - Financial Report ending April 30, 2025 (as previously circulated to Board Members.)

A motion to approve the Financial Report as of April 30, 2025 as presented was made by Todd Weitzmann and seconded by Tom Wilkins. All Board Members present unanimously approved.

OLD BUSINESS

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

Members discussed the Board vacancy. The Board has one (2) resume from Mr. Adan Steven-Diaz. There are two other possible applicants for recommendations the Board Vacancies whom are Ms. Helen Bauer and Mr. Edwin Prudencio. Board Member Wilkins will contact both interested applicants to request a resume. The appointed subcommittee to review the applications for Board vacancy will consist of Vice Chair Shukaitis and Board Members Wilkins and Breen and Ms. Strauch.

NEW BUSINESS

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

The following five (5) 2025 Nonprofit Grant Applications have been submitted to be reviewed by the appointed subcommittee:

1. Pocono Area Transitional Housing – requesting funds of \$15,000
2. Shepherds Maternity House– requesting funds of \$15,000
3. Safe Monroe– requesting funds of \$15,000
4. Family Promise – requesting funds of \$15,000
5. Monroe County Habitat for Humanity. – requesting funds of \$15,000

- b) Appoint a subcommittee to review applications and award recommendations

The appointed subcommittee to review the 2025 Nonprofit Grant Program Applications and make recommendations to the Board will consist of Chair Huffman and Members Shukaitis and Vanderhoof. A meeting will be scheduled for review of the five (5) applications.

FIRST TIME HOMEBUYERS REPORT

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

Mrs. Joyce provided a report for March/April 2025 to the Board Members.

- Nineteen (19) Requests for information/inquiries.
- Two (2) applications received and approved.
- Two (2) closing were held.

- Total funds disbursed FY 2025 is \$41,997.

Ms. Strauch reported that an PHARE Application has been submitted by the RDA for a First-time Homebuyer Grant funds for \$100,000. This funding would be for eighteen (18) months and could assist in providing assistance to First-time Homebuyers purchasing a home in Monroe County.

GOALS FOR NEXT MEETING (July 16, 2025)

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

ADJOURNMENT

The Meeting was adjourned at 8:22 am by a motion made by Member Vanderhoof and seconded by Member Weitzman. All Board Members present unanimously agreed.