

**ROCHESTER HOUSING AUTHORITY  
REGULAR BOARD MEETING  
MARCH 25, 2015 12:00PM  
675 WEST MAIN STREET  
ROCHESTER, NEW YORK 14611**



**MEMBERS PRESENT**

George Moses, Chair  
John Page, Vice-Chair  
Rosemary Rivera, Commissioner  
Willie E. Otis, Commissioner  
Hershel Patterson, Commissioner  
Sara Valencia, Commissioner  
Calvin Lee, Jr., Commissioner

**MEMBERS ABSENT**

**STAFF PRESENT**

Shawn Burr  
Mark Hill  
Sandra Whitney  
John Mooney  
Jackie Milne  
Linda Stango  
Maria Dewhirst  
Mike Gallo

**OTHERS PRESENT**

H. Todd Bullard, RHA Legal Counsel  
Heather Amidon, AP Safety and Security  
Adam McFadden

Chair Moses called the March 2015 RHA Regular Board Meeting to order at 12:00pm. He noted for the record that notice of this meeting was posted as required by law.

1. **Open Forum – Public Comments**

Chair Moses welcomed Mr. Adam McFadden as a member of the public. Mr. McFadden explained that he did not want to speak publicly but dropped off a confidential letter to the Board Members.

2. **Approval of Minutes: February 25, 2015**

Chair Moses noted one spelling error of a proper name. No other corrections or changes were noted. Commissioner Page moved and Commissioner Lee seconded the motion to approve the minutes, as amended, of the February Board Meeting. Commissioners Patterson, Rivera, and Otis concurred; the motion was passed unanimously.

Commissioner Valencia arrived at 12:11pm during the Director's report.

3. **Director's Report**

Interim Executive Director Shawn Burr presented his Interim Executive Director's Report regarding the following topics:

- a.) Artwalk
- b.) RHA's Agency Plan
- c.) RAD (Rental Assistance Demonstration)
- d.) Section 3
- e.) Energy Performance Contract
- f.) REAC (Real Estate Assessment Center, HUD)
- g.) Section 8 Landlord/Tenant Forums

- h.) RHA Newsletter
- i.) City of Rochester Consolidated Plan

Copies of the complete Interim Executive Director's report were sent to Board Members and Senior Staff in advance of the meeting and are available upon request.

4. **Board Approval Requests**

Board Chair George Moses noted that there would be one motion for the following Board Approval Requests:

- a. Agenda Item 4.a. Wireless Cellular Services Renewal Awarded to Verizon Wireless not to exceed \$42,000 through 04.11.16.
- b. Agenda Item 4.b. Rochester Housing Charities Loan in the amount of \$300,000 and approval of three new Board members for the Rochester Housing Charities: George Moses, John Page and Florine Cummings.
- c. Agenda Item 7.a. Establishment of a Bank Account for RHA's First Aid Worker's Compensation Claims.
- d. Agenda Item 8.a. Hudson-Ridge Community Room Roof and Entrance Canopy Roof Replacement Project, Awarded to Spring Sheet Metal and Roofing in the amount of \$163,140 with a contingency amount of \$16,314.
- e. Agenda Item 8.b. Harriet Tubman Estates Furnace Replacement Project - Furnace Equipment purchase Awarded to ABR Wholesalers in the amount of \$76,960 with a contingency amount of \$7,696.
- f. Agenda Item 8.c. Bay Zimmer Site - Roof Replacement Awarded to Yorkstate Roofing Co. in the amount of \$298,600 with a contingency amount of \$29,860.

Commissioner Page moved and Commissioner Lee seconded the motion to approve all these Board Approval Requests. Commissioners Rivera, Patterson, and Otis all concurred. Commissioner Valencia voted nay. The motion was passed.

5. **Public Housing Monthly Statistical Report**

- a.) Public Housing Director Whitney reported collections for January were at 98.71% of the amounts due. She reported the vacancy rate at 3.78% for February. There were a total of 32 move outs for this period: 9 voluntary, 6 terminations, 2 Section Eight transfers, 9 transfers, 4 deaths and 2 health transfers. There were five evictions, four for non-payment and one for another reason. She also presented a security report for public housing.

6. **Housing Operations Report (Section 8)**

- a.) **Voucher Utilization Report:** Director of Housing Operations Sturgis presented the Voucher Utilization report. He reported that the Voucher Utilization Rate increased slightly compared to last month at 95.74%, utilizing 8,386 vouchers.