

**ROCHESTER HOUSING AUTHORITY
REGULAR BOARD MEETING
APRIL 22, 2015 12:00 PM
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
Calvin Lee, Jr., Commissioner

MEMBERS ABSENT

Sara Valencia, Commissioner

STAFF PRESENT

Shawn Burr
Mark Hill
Sandra Whitney
John Mooney
Jackie Milne
Linda Stango
Mike Gallo
Linda Kavanagh-Schwenger

OTHERS PRESENT

H. Todd Bullard, RHA Legal Counsel
Heather Amidon, AP Safety and Security
Carrol Vaughan from Nan McKay
Catherine Ures from Nan McKay

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**
There were no public comments.
2. **Approval of Minutes: March 25, 2015**

Commissioner Page moved and Commissioner Patterson seconded the motion to approve the minutes of the March Board Meeting. Commissioners Otis, Rivera, and Lee concurred; the motion was passed unanimously.

Chair Moses noted that Commissioner Valencia was unable to attend the meeting.

3. **Director's Report**

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

- a. RHA's Agency Plan
- b. RAD (Rental Assistance Demonstration)
- c. Section 3
- d. Section 8 Landlord/Tenant Forums
- e. RHA Newsletter
- f. City of Rochester Consolidated Plan
- g. Funding for RHA 2015

Following Mr. Burr's report, a discussion regarding funding and Section 3 ensued. Mr. Burr, Mr. Bullard, Commissioner Rivera, Commissioner Otis, Commissioner Page and Chair Moses all participated.

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.

5. Public Housing Monthly Statistical Report

- a. Public Housing Director Whitney reported collections for March were at 100.3% of the amounts due; she commended staff and residents on this achievement. She reported the vacancy rate at 3.33% for March. Ms. Whitney reported that the percentage is lower than February, and staff is continuing to work at lowering that percentage. There were a total of 46 move outs for this period: 13 voluntary, 11 terminations, 2 Section Eight transfers, 13 transfers, 5 deaths and 1 health transfers. There were 5 evictions for non-payment. She also presented a security report for public housing.

Commissioner Rivera asked a question about PHAS scoring and Ms. Whitney explained some specifics about how PHAS scoring works.

Board Approval Requests

Board Chair George Moses noted that there would be one motion for the following Board Approval Requests, referencing the agenda item numbers:

- a. 5.a. VOA Cobblestone Place Request for HCV Vouchers
- b. 6.a. Federal Street Demolition and Abatement Phase I
- c. 6.b. Harriet Tubman Furnace Replacement Labor for Installation
- d. 6.c. Scattered Site Roof Replacements R8
- e. 6.d. Scattered Site Roof Replacements R9
- f. 7.a. Lawn Maintenance Contract Renewals
- g. 8a. Tenmast Maintenance and Support Contract Renewal

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

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 95.64%, utilizing 8,377 vouchers, just slightly less than last month.

A discussion followed regarding utilization and overall budgeting as it relates to HUD funding. Commissioner Rivera asked for some clarification and Mr. Sturgis gave further detail. Mr. Bullard, Mr. Moses, and Ms. Rivera participated in the discussion. Mr. Moses noted that further detail could and would be explored in the Section 8 committee, which is in the process of being formed.

7. Plant Committee Report

- a. Architect Linda Stango presented an overview of projects in progress, projects completed, service contracts, and projects out to bid. Full information was sent to the Board in advance of the meeting in the Plant Committee Report. The HQS inspection report was also reviewed.