

**ROCHESTER HOUSING AUTHORITY
REGULAR BOARD MEETING
SEPTEMBER 23, 2015 12:04 PM
675 WEST MAIN STREET
ROCHESTER, NEW YORK 14611**



MEMBERS PRESENT

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

MEMBERS ABSENT

Willie E. Otis, Commissioner

STAFF PRESENT

Shawn Burr
Jackie Milne
Sandra Whitney
John Mooney
Linda Stango
Mike Gallo
Sinclair Carrington
Maria Dewhirst

OTHERS PRESENT

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

Chair Moses called the September 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, and that there was a quorum present.

1. **Open Forum – Public Comments**

There were no public comments at this meeting.

2. **Approval of Minutes: August 19 Annual and Regular Board Meeting**

Commissioner Lee moved and Commissioner Patterson seconded the motion to approve the minutes of the August 19 Annual and Regular Board Meetings. Commissioner Page concurred. The motion was passed.

Commissioners Valencia and Rivera entered the meeting at 12:08pm, during the Director's Report. Also during the director's report, Mr. Bullard noted that there was a need for an executive session at the close of regular business.

3. **Director's Report and Board Approval Requests**

- a. Interim Executive Director Shawn Burr presented his Director's Report regarding the following topics:
 - i. Two RHA Section 8 participants win HAI's annual scholarship program
 - ii. Snug Harbor Update
 - iii. Leasing Operations Intake Task Force
 - iv. Resident Council budget concerns
 - v. Section 3 report
 - vi. Federal funding (sequestration) update

vii. NYSPHADA conference coming up October 7, 2015

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

b. Board Approval Requests

- i. Request approval to submit to the US Department of Housing and Urban Development the Phase II Energy Performance Contract and related documents, collectively called the HUD EPC (Energy Performance Contracting) Submittal Package.

Commissioner Valencia moved and Commissioner Lee seconded a motion to approve this request. Commissioners Patterson, Page and Rivera all concurred; the motion passed unanimously.

- ii. Request for RHA Property and Liability Insurance Renewal to HAIG (Housing Authority Insurance Group) in the amount of \$458,526 for coverage 10/1/15 to 9/30/16.

There was a lengthy discussion regarding this issue and it was decided that in order to avoid lapse in coverage, a motion should be made to renew the coverage as requested, pending a thorough investigation into HAIG's services and other options available, since this insurance is not procured through an RFP or bidding process due to a HUD waiver. Commissioner Page moved and Commissioner Valencia seconded the motion to approve this request. Commissioners Patterson, Rivera and Lee concurred. The motion was passed unanimously.

- iii. Request to approve Bad Debt Write Offs for FY 2015 in the amount of \$80,201.47 for Public Housing and \$223,352.00 for Section 8. Although a significant amount of money, these amounts represent less than 1% of total rents collected.

Following a couple of general questions regarding bad debt write offs, Commissioner Valencia moved and Commissioner Patterson seconded the motion to approve this request. Commissioners Rivera, Page, and Lee all concurred. The motion was passed unanimously.

AP Security Owner Ms. Heather Amidon left the room in advance of the discussion of this item.

- iv. Request to approve the Security Contract Renewal to AP Safety and Security (APSS) in the amount of 760,036.07 with a contingency amount of \$60,000. No increase was requested as compared to last year.

Commissioner Rivera moved and Commissioner Valencia seconded the motion to approve this request. Commissioners Lee, Page, and Patterson all concurred. Commissioner Otis voted yes by email. The motion was passed unanimously.

- v. Request to approve Kennedy Tower Bathroom Alterations to AMBATH in the amount of \$217,348.81 with a contingency amount of \$21, 735.