

**ROCHESTER HOUSING AUTHORITY
REGULAR BOARD MEETING
OCTOBER 14, 2015 12:06 PM
675 WEST MAIN STREET
ROCHESTER, NEW YORK 14611**



MEMBERS PRESENT

George Moses, Chair
John Page, Vice-Chair
Calvin Lee, Jr., Commissioner
Rosemary Rivera, Commissioner

MEMBERS ABSENT

Willie E. Otis, Commissioner
Sara Valencia, Commissioner
Hershel Patterson, 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
Sheri Harrison, Section 8 participant
and (HAI scholarship winner)

Chair Moses called the October 2015 RHA Regular Board Meeting to order at 12:06 PM. 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**

Interim Executive Director Burr and Public Housing Director Whitney introduced Sheri Harrison, recipient of HAI's Scholarship Award. Board Members and Staff congratulated Ms. Harrison on her achievement; she expressed her deepest gratitude.

2. **Approval of Minutes: September Regular Board Meeting**

Commissioner Rivera moved and Commissioner Lee seconded the motion to approve the minutes for the September 23 Regular Board Meeting. Commissioner Page concurred. Commissioners Valencia, Patterson, and Otis voted yes via email. The motion was passed.

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

- a. Interim Executive Director Shawn Burr presented his Director's Report regarding the following topics:
 - i. Recognition – Sheri Harrison and Annette Johnson
 - ii. Snug Harbor Update
 - iii. Leasing Operations Intake Task Force
 - iv. Resident Council budget concerns
 - v. Section 3 report
 - vi. Federal funding update
 - vii. NYSPHADA conference report
 - viii. EPC Submission to HUD
 - ix. Achievement Awards from HAIG

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 for Communications Consultant not to exceed \$50,000 or one year, with up to four renewals. Staff recommendation was to award the contract to Tipping Point Communications.

Commissioner Page moved and Commissioner Lee seconded a motion to approve this request. Commissioner Rivera concurred. Commissioners Valencia and Otis voted no via email; Commissioner Patterson voted yes via email. The motion passed.

- ii. Request for Snowplowing for Parking Lots. Staff recommendation is to award to four separate vendors. Due to the nature of the contract (weather variables) the requested PO amounts are set to provide uninterrupted service in the event of a harsh winter season.
 - a. Request renewal one of four possible renewals Snowplowing – Parking Lot to **Manel Paving Corp.** for Zone 1 in the amount of \$27,200 and Zone 5 in the amount of \$60,600 (total of \$88,400) which are estimates based upon 55 events and a 20% contingency.
 - b. Request renewal one of four possible renewals Snowplowing – Parking Lot to **Al's Maintenance** for Zone 2 in the amount of \$25,400 and Zone 3 in the amount of \$32,300 (total of \$69,960) which are estimates based upon 55 events and a 20% contingency.
 - c. Request renewal one of four possible renewals Snowplowing – Parking Lot to **James Washington** for Zone 6 in the amount of \$64,284 which is an estimate based upon 55 events and a 20% contingency.
 - d. Request renewal one of four possible renewals Snowplowing – Parking Lot to **Cardinal Landscaping** for Administration Offices in the amount of \$25,200 which is an estimate based upon 55 events and a 20% contingency.

Chair Moses, Commissioner Rivera, and Mr. Bullard discussed the process surrounding the snowplowing events. Chief of Maintenance Gallo and Public Housing Director Whitney answered several questions. Commissioner Page moved and Commissioner Rivera seconded the motion to approve this request. Commissioner Lee concurred; Commissioners Otis, Patterson and Valencia voted yes via email. The motion was passed unanimously.