

**ROCHESTER HOUSING AUTHORITY
March 25, 2020
675 WEST MAIN STREET
ROCHESTER, NEW YORK 14611**



MEMBERS PRESENT

Tynise Edwards, Chairperson
Rosalie Remarais, Vice-Chairperson
Florine Cummings, Resident Commissioner
Joanne Larson, Commissioner
Calvin Lee, Commissioner
Hershel Patterson, Resident Commissioner
Hank Rubin, Commissioner

STAFF PRESENT

Melissa Berrien
Shawn Burr
Sinclair Carrington
Diana Colon
Jacquetta Harris
Cynthia Herriott
Joyce Kinsey
Shawanna Lawrence
Mark Plantholt
Evhen Tupis

OTHERS PRESENT

H. Todd Bullard, RHA Legal Counsel
Jamie Frumusa, Tipping Point, Communications

Commissioner Tynise Edwards called the March Rochester Housing Authority (RHA) Regular Board Meeting to order at 12:08 PM. It was 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.

2. Executive Session

Board Chair Edwards requested to go into Executive Session for a legal matter. Commissioner Larson moved; Commissioner Cummings seconded, a motion to go into Executive Session at 12:21 PM. Commissioner Rubin, Commissioner Patterson, Commissioner Lee, Commissioner Cummings, and Commissioner Edwards voted yes. The motion was passed.

Board Chair Edwards requested to end Executive Session; Commissioner Cummings moved, and Commissioner Rubin seconded the motion to end the Executive Session at 2:30 PM. Commissioner Patterson, Commissioner Larson, Commissioner Rubin, Commissioner Cummings, Commissioner Lee, and Commissioner Edwards voted yes. The motion was passed.

3. Approval of Minutes: February 2020 Regular Board Meeting Minutes

Commissioner Lee moved, and Commissioner Larson seconded the motion to approve the minutes of the February 2020 Regular Board Meeting. Commissioner Patterson, Commissioner Lee, Commissioner Cummings, Commissioner Remarais, Commissioner Larson, Commissioner Edwards, and Commissioner Rubin voted yes. The motion was passed.

4. Director's Report and Board Approval Requests

Director's Report and Board Approval Requests:

a. Deputy Executive Director, Shawn Burr, presented his Director's report as follows:

Mr. Burr summarized what has been done to inform and protect residents, participants, and Staff from the COVID-19 Pandemic and rapidly changing "environment."

Mr. Burr recognized Staff across the Authority who continue to go above and beyond to ensure that the quality of the services performed and resident and participant needs are taken care of, especially during this State of emergency.

Mr. Burr reported that RHA received confirmation from HUD that our SEMAP score of 100% was approved.

Mr. Burr noted that we were notified by the NYS Office of Temporary and Disability Assistance that the monitoring review of two of our Homeless Housing and Assistance Corporation (HHAC) contracts are in full compliance.

Mr. Burr shared that our Annual/5-Year Planning process is underway; the draft will be presented to the Board when completed. The Plan is due to HUD in mid-July. It is expected that the Board will be presented with a final copy of the plan for approval in June.

Mr. Burr reported that RHA responded to the RFP for the NYS Preservation Opportunity Program (NYSPOP). It is a grant program to support local housing agencies and authorities outside of New York City to develop strategic approaches to preserving existing affordable housing portfolios.

b. Board Action Requests

- i. Site Office Upgrades – Authorized the Deputy Executive Director to award the contract to Erie Contracting for \$161,700.00 – Capital Projects

Commissioner Remarais moved, and Commissioner Cummings seconded the motion to approve this request. Commissioner Lee, Commissioner Patterson, Commissioner Cummings, Commissioner Remarais, Commissioner Rubin, and Commissioner Edwards voted yes. The motion was passed.

- ii. Site Improvements at Lena Gantt Estates –Authorized the Deputy Executive Director to award the contract to Taouk Development for \$790,107.00 – Capital Projects

Commissioner Cummings moved, and Commissioner Rubin seconded the motion to approve this request. Commissioner Rubin, Commissioner Remarais, Commissioner Lee, Commissioner Patterson, Commissioner Cummings, and Commissioner Edwards voted yes. The motion was passed.

iii. Lawn Care Maintenance 2020

- a. Lawn Care Maintenance 2020 First Renewal of a 5-year contract – Authorize the Deputy Executive Director to award the first contract renewal to AA Blades Enterprises, Inc. for \$51,168.00 – Maintenance

Commissioner Rubin moved, and Commissioner Patterson seconded the motion to approve this request. Commissioner Edwards, Commissioner Remarais, Commissioner Lee, Commissioner Patterson, Commissioner Cummings, and Commissioner Rubin voted yes. The motion was passed.

- b. Lawn Care Maintenance 2020 Final Renewal of a 5-year contract – Authorize the Deputy Executive Director to award the final contract renewal to AA Blades Enterprises, Inc. for \$35,000 – Maintenance

Commissioner Cummings moved, and Commissioner Rubin seconded the motion to approve this request. Commissioner Edwards, Commissioner Remarais, Commissioner Lee, Commissioner Rubin, Commissioner Patterson, and Commissioner Cummings voted yes. The motion was passed.

- c. Lawn Care Maintenance 2020 Final Renewal of a 5-year contract – Authorize the Deputy Executive Director to award the final contract renewal to Washington Property Management \$56,000 – Maintenance