

**ROCHESTER HOUSING AUTHORITY
September 23, 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
Hershel Patterson, Resident Commissioner
Hank Rubin, Commissioner

STAFF PRESENT

Melissa Berrien
Shawn Burr
Sinclair Carrington
Diana Colon
Jacquetta Harris
Cynthia Herriott
Shawanna Lawrence
Mark Plantholt
Mariam Rodriguez-Machuca
James Senger
Shelby Simpson
Linda Stango
Evhen Tupis

OTHERS PRESENT

H. Todd Bullard, RHA Legal Counsel
Josh Jensen, Tipping Point Communications

Commissioner Tynise Edwards called the August Rochester Housing Authority (RHA) Regular Board Meeting to order at 12:01 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. **Approval of Minutes: August 2020 Annual Board Meeting Minutes**

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

3. **Approval of Minutes: August 2020 Regular Board Meeting Minutes**

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

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

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

Mr. Burr **CONTINUES** to recognize Staff across the Authority who continue to go above and beyond to ensure our high quality of services are maintained and that our resident's and participant's needs are taken care of during this Pandemic. They have been doing a remarkable job! As we are "re-opening," great efforts are being made in the planning and execution. Procurement and Maintenance have been extremely helpful.

Mr. Burr shared that we are waiting to hear from Enterprise on the next steps for the NYS POP grant we were awarded. A scope of work has been created and submitted to Enterprise for approval.

Mr. Burr shared that Trillium's COVID testing for our residents continues with the addition of primary care services, and it has been very successful

Mr. Burr reported our "Reopening Committee" has been very busy developing plans for RHA to "re-open" in phases, and PHASE III will be coming soon. It will implement temperature checks as part of our daily screening process, and some "doors" that will be open to the public. Continued kudos to Shawanna for taking the lead on this and the countless hours she has put in.

Mr. Burr reported that discussions continue on the PIH Notices that HUD has issued and eligible expenses we are focusing on monies. There will not be an issue to spend the Public Housing funds from the CARE'S Act. We are in the process of creative ways to allocate those funds for Section 8 programs. HUD issued PIH-2020-24, which outlines guidance on the reporting requirements. The notice also extends the spending deadlines for both programs until 12/31/2020. The Finance staff has attended a HUD webinar regarding this notice and will ensure that RHA remains in compliance with the tracking and reporting.

Mr. Burr reported that HUD published a notice titled "Rent Reasonableness – Defining

**ROCHESTER HOUSING AUTHORITY
REGULAR BOARD MEETING**

Assisted Units for the Housing Choice Voucher and Project-Based Voucher Programs" (PIH 2020-19) This notice updates guidance on which units may be considered "assisted" for the purpose of rent reasonableness requirements. In general, the rent to an owner—in the context of a Housing Choice Voucher (HCV) Housing Assistance Payments (HAP) contract—must be reasonable. In determining that the rent to an owner for a HCV unit (including project-based voucher [PBV] units) is reasonable, a PHA must ensure that the rent for the applicable unit does not exceed rent for other comparable, unassisted units. In certain instances, owners charge below-market rents to protect families from rent increases that result solely from a conversion action (e.g., opting out of a Multifamily Section 8 project-based contract). These units are considered "assisted units" and are excluded from a rent reasonableness determination. This notice broadens the assisted unit standard to "all projects undergoing any conversion action that triggers eligibility for an award of tenant protection vouchers (TPVs)." It also clarifies that "units with restricted rents" are still "excluded from rent reasonableness determinations until the PHA is notified by the owner or otherwise determines that the rent restriction has expired." Additionally, the language defining "unassisted units" has been refined but remains essentially the same.

b. Board Action Requests

- i. A/E Services for Façade Repairs at Danforth Towers East & West – Authorized the Deputy Executive Director to award a contract to Konopka Architecture, PC for \$39,575.00 – Capital Projects

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

- ii. Site Office Upgrades – Authorized the Deputy Executive Director to increase the contingency from 10% to 20% for the Site Office Upgrade Project for \$32,340.00 – Capital Projects

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

- iii. FY21 Annual Operating Agency Budget – Authorize the Deputy Executive Director to Approve FY 2021 Annual Operating Agency Budget. – Authority Wide

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