

**ROCHESTER HOUSING AUTHORITY
October 21, 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
Linda Kavanagh-
Schwenger
Shawanna Lawrence
Mark Plantholt
Mariam Rodriguez-Machuca
James Senger
Shelby Simpson
Linda Stango
Evhen Tupis
Cheryl Wilcox

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

A Public Comment was received from Friends of the African Union smartWISE Community Reinvestment Coalition of Monroe County; it was delivered in person to Rochester Housing Authority's administration building on October 21, 2020, 11:40 am. It was a 10-page document that was scanned and emailed to all of the Board Commissioners. It was noted that the Board does not respond to public comments during the meeting.

2. Approval of Minutes: September 2020 Regular Board Meeting Minutes

Commissioner Larson moved, and Commissioner Remarais seconded the motion to approve the minutes of the September 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. 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 "reopening," great efforts are being made in the planning and execution. Procurement and Maintenance have been extremely helpful. Our employee recognition day is October 26th.

Mr. Burr shared that we did hear from Enterprise on the next steps for the NYS POP grant, and we have sent our signed agreement back that Counsel reviewed. We will now be working with our consultant to move the project forward.

Mr. Burr shared that Trillium's COVID testing/Primary Care services for our residents continues with the October schedule moving along.

Mr. Burr reported Our "Reopening Committee" has been very busy developing plans for RHA to "reopen" in phases. PHASE III is underway, and all Staff are back "in the office." We are working out the kinks to implement temperature checks as part of our daily screening process. The Committee is addressing the opening "doors" that will be open to the public. Continued kudos to Shawanna for taking the lead on this and the countless hours she and the committee have put in.

Mr. Burr reported that discussions continue on the PIH Notices that HUD has issued and eligible expenses we are focusing monies on. It looks like we won't have any difficulty in spending the CARE'S Act funds for Public Housing, as Sinclair has reported. Jacquetta and her team have developed some creative ways to allocate those funds for Section 8 programs we hope to implement on 11/1. We extended the landlord incentive program, and with increased awareness, more landlords are participating. Finance staff are working on the reporting requirements and will ensure we remain in compliance with the tracking and reporting.

Mr. Burr reported that staff had been involved in several community projects, and they will report on them during their Board Reports. RMAPI Housing Committee, City FEC Program Initiative, and Benefits Project are a few that are in the works.

Mr. Burr informed the Board of the United Way of Greater Rochester 21-Day Racial Equity Challenge, taking place in Rochester from October 23rd through November 20th.

b. Board Action Requests

- i. Development Agreement for Parliament Arms/Fairfield Village Redevelopment Project – Authorized the Deputy Executive Director to enter into Development Agreement with Edgemere Development, Inc and Home Leasing – Capital Projects

Commissioner Remarais 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

- ii. Third Renewal of contract for EJP Consulting – Authorized the Deputy Executive Director to renew the contract with EJP Consulting Group, LLC for \$100,000.00 – Capital Projects

Commissioner Larson moved, and Commissioner Cummings 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. Architectural/MEP/Structural Services Renewal

- a. Architectural/MEP/Structural Services – Authorize the Deputy Executive Director to award a contract to LiRo Group a three year or \$300,00.00, whichever expires first. – Capital Projects

Commissioner Remarais 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

- b. Architectural/MEP/Structural Services – Authorize the Deputy Executive Director to award a contract to HUNT-EAS a three year or \$300,00.00, whichever expires first. – Capital Projects

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

- iv. 369 Waring Road Fire Rehabilitation – Authorize the Deputy Executive Director to award a contract to Erie Contracting for \$121,000.00 – Capital Projects

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