

Housing Authority of the City of Pittsburgh
BOARD OF COMMISSIONERS
MEETING MINUTES
Thursday, December 15, 2016
200 Ross Street
13th Floor Wherrett Room
Pittsburgh, PA 15219

The Housing Authority of the City of Pittsburgh (HACP) held a regular Board meeting on Thursday, December 15, 2016 at 200 Ross Street; 13th Floor, Wherrett Room, Pittsburgh, Pennsylvania 15219 at 10:30 a.m.

Ms. Valerie McDonald-Roberts, Chairperson, called the meeting to order. The Commissioners in attendance were: Ms. Enid Miller, Ms. Valerie McDonald-Roberts, Mr. Peter Kaplan, Leroy Morgan, Mr. Richard Butler and Ms. Janet Evans via teleconference. Rev. Ricky Burgess was not in attendance.

Next, the Chairwoman noted that the Board members had previously received a copy of the November 21, 2016 Board Meeting Minutes and asked for a motion to approve the minutes. Leroy Morgan made a motion to approve the minutes and Richard Butler seconded the motion.

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Enid Miller, Peter Kaplan, Valerie McDonald-Roberts
Richard Butler, Janet Evans and Leroy Morgan.

“NAYS”: None

Chair McDonald-Roberts declared the motion carried and the minutes approved.

An Activity Report for November and December will be presented to the Board at the January 2017 meeting. Joy Pekar Miller, Director of Public Safety, gave a brief summary of the current events regarding public safety.

The Chair next asked if there were any comments or questions from Tenant Council Presidents, Section 8 Representatives or other public comments.

Representatives from Allegheny Dwellings and Fineview communities (Joanna Deming and Zeba Ahmed) addressed the Board regarding their concerns for the displacement of the residents. They also stated that they are looking forward to working with HACP and the redevelopment of the community.

There being no additional speakers or comments, Ms. McDonald-Roberts introduced the following resolutions:

RESOLUTION No. 49 of 2016

A Resolution - Authorizing the Executive Director or his Designee to submit an Inventory Removal Application to HUD for the Demolition of Allegheny Dwellings

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) owns approximately 19.3 acres comprising two-hundred seventy-two (272) units of public housing located at Allegheny Dwellings that will be improved and redeveloped; and

WHEREAS, the Allegheny Dwellings property, built in the 1940s, would require extensive investment over time to overcome its functional obsolescence due to the age, condition, and design of the units; additionally, the community lacks unit identity and defensible space which contribute to the property being considered obsolete due to its physical condition and configuration; and

WHEREAS, Allegheny Dwellings Site will be redeveloped by HACP selected developer Allies and Ross Management and Development Corporation (ARMDC), and its co-developer, TREK Development Group, into a high-quality and sustainable mixed-income rental housing community; and

WHEREAS, the redevelopment of Allegheny Dwellings (Phase I) will constitute up to sixty-five (65) units with later phases totaling up to three-hundred seventy-two (372) units as described in Exhibit A; and

WHEREAS, a 9% Low Income Housing Tax Credit (LIHTC) application for Allegheny Dwellings (Phase I) submitted to the Pennsylvania Housing Finance Agency (PHFA) in March 2016 was not successful; and

WHEREAS, a 4% LIHTC application targeted will be submitted to Pennsylvania Housing Finance Agency (PHFA) during the first quarter of 2017; and

WHEREAS, the Board of Commissioners approved Resolution 22 of 2016 authorizing submission of a demolition/disposition application to HUD for Allegheny Dwellings, but the resolution is now six months old and no longer complies with the requirement of 24 CFR Part 970, therefore this new resolution is necessary; and

WHEREAS, the predevelopment funds for Allegheny Dwellings (Phase I) have been approved by the U.S. Department of Housing and Urban Development (HUD) and the housing plan has been fully supported by HACP residents throughout the community planning process.

NOW, THEREFORE, be it resolved by the Board of Commissioners of the Housing Authority of the City of Pittsburgh.

Section 1. The Executive Director or his Designee is hereby authorized to submit a demolition application to HUD and upon HUD approval, demolish the 272 public housing units on 19.3 acres of Allegheny Dwellings property pursuant to the phasing plan attached hereto as Exhibit A; and

Section 2. The Executive Director or his Designee is hereby further authorized and directed to prepare, execute and submit to HUD all required documentation necessary to obtain HUD's approval for the proposed demolition; and

Section 3. That the demolition based on the terms stated above is approved subject to HUD's approval of HACP's application to demolish the property as described herein.

This resolution was tabled from the prior month. Valerie McDonald-Roberts asked for a motion to approve the resolution. Leroy Morgan made a motion to approve and Enid Miller seconded the motion. Ms. McDonald-Roberts asked if there was any discussion. After a presentation of the resolution by Nate Boe and a brief discussion:

A vote being had thereon, the "Ayes and "Nays" were as follows:

"AYES": Enid Miller, Peter Kaplan, Valerie McDonald-Roberts
Richard Butler, Leroy Morgan and Janet Evans.

"NAYS": None

Chair McDonald-Roberts declared the motion carried and the resolution approved.

RESOLUTION No. 54 of 2016

A Resolution - Authorizing the Executive Director or his Designee to enter into contracts with Don Farr Moving Company and Steel City Movers LLC to perform residential and commercial moves for the Housing Authority of the City of Pittsburgh

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) is responsible for providing moving services to residents who must be relocated due to redevelopment, who must be relocated to provide Reasonable Accommodation due to a disability, or who must be relocated in an emergency for safety reasons; and

WHEREAS, the HACP also utilizes contracted moving services to complete necessary moves of HACP offices or the offices of service providers; and

WHEREAS, on July 4, 2016 the HACP issued Requests for Proposals (RFP) #450-05-16 seeking qualified firms to provide residential and commercial moves as needed; and

WHEREAS, on July 22, 2016, HACP received two (2) proposals in response to the RFP; and

WHEREAS, the proposals received were more than 150% of the Independent Cost Estimate (ICE) and HACP determined to review and revise the ICE and re-bid the work; and

WHEREAS, on October 10, 2016 the HACP issued RFP #450-05-16 Re-Bid seeking qualified firms to provide residential and commercial moves as needed; and

WHEREAS, on November 4, 2016, HACP received three (3) proposals in response to the RFP; and

WHEREAS, Don Farr Moving Company and Steel City Movers LLC were determined to be the highest ranked responsive and responsible firms; and

WHEREAS, this procurement was conducted in accordance with applicable Federal, State and local procurement rules and regulations and the procurement policies and procedures of the HACP.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Executive Director or his Designee is hereby authorized to enter into a contract with Don Farr Movers for a not-to-exceed amount of \$158,325.00, and to enter into a contract with Steel City Movers LLC for a not to exceed amount of \$159,150.00, to provide Moving Services as needed; and

Section 2. Each contract will be for an initial period of up to three (3) years with two (2) one (1) year extension options for a five (5) year combined total amount for both contracts not-to-exceed \$317,475.00; and

Section 3. The contracts are to be paid from MTW and Choice Neighborhood Grant funds.

Valerie McDonald-Roberts asked for a motion to approve the resolution. Janet Evans made a motion to approve and Enid Miller seconded the motion. Ms. McDonald-Roberts asked if there was any discussion and after a brief discussion and presentation by David Weber:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Enid Miller, Peter Kaplan, Valerie McDonald-Roberts
Richard Butler, Leroy Morgan and Janet Evans.

“NAYS”: None

Chair McDonald-Roberts declared the motion carried and the resolution approved.

RESOLUTION No. 55 2016

A Resolution – Authorizing Commitment of Funds to Provide Allegheny Dwellings Phase I Investment that Effectuates Allegheny Dwellings Phase I Development Activities

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) selected Allies & Ross Management and Development Corporation (ARMDC) to revitalize certain of the Authority's

public housing developments into mixed-income communities utilizing the mixed-finance development approach; and

WHEREAS, Allegheny Dwellings is a public housing development that consists of 272 dwelling units situated on approximately 19.3 acres. The referenced units are currently occupied and operated as public housing units pursuant to the United States Housing Act of 1937, 42 U.S.C. §1401 *et seq.*, as amended from time to time, or any successor legislation, the regulations promulgated thereunder and the Consolidated Annual Contributions Contract dated January 16, 1998, as amended from time to time between the HACP and the United States Department of Housing and Urban Development (HUD); and

WHEREAS, ARMDC competitively procured TREK Development Group, a Pennsylvania limited liability company (Co-Developer), to serve as the co-developer for the revitalization of Allegheny Dwellings pursuant to the terms of a Master Development Agreement (MDA) entered between the Corporation and the Co-Developer on November 19, 2015; and

WHEREAS, pursuant to the terms of the MDA, the Co-Developer shall cause the formation of one or more Pennsylvania limited liability companies or limited partnerships to serve as the owner entity (Owner Entity) to own, operate and manage each phase of the Development. The Co-Developer or an affiliate of the Co-Developer (Co-Developer Member) will serve as the initial managing member or managing general partner (Managing Member) of the Owner Entity and have a .0051% interest in the Owner Entity. ARMDC or an affiliate (ARMDC Affiliate) will be a member or non-managing general partner of the Owner Entity and have a .0049% interest in the Owner Entity; and

WHEREAS, ARMDC and the Co-Developer plan to revitalize Allegheny Dwellings in several phases onsite and offsite. The existing dwelling units will be demolished, and a new multi-unit, mixed-income residential community will be constructed. The revitalized community will be developed in an economical and high-quality manner; and

WHEREAS, the project was initially anticipated using 9% low-income housing tax credits pursuant to Section 42 of the Internal Revenue Code of 1986, as amended (Code) as part of the financing for the Allegheny Dwellings Redevelopment. While an application was submitted to PH in March 2016, the application was not successful in July 2016; and it has been determined that it is in the best interests of the residents and HACP to pursue a 4% low-income housing tax credits (LIHTC) to implement Phase 1 with up to 65 units; and

WHEREAS, implementing the development of Phase 1 with 65 units as a 4% LIHTC project creates a financing gap, and HACP has identified an additional \$5,738,500.00 from HACP's 2016 Budget to effectuate the development activities of Allegheny Dwellings Phase I that will be utilized to fund, *inter alia*: (i) construction/permanent financing for Phase I of the Allegheny Dwellings Redevelopment, which will consist of sixty-five (65) units of rental housing; (ii) site preparation and infrastructure/public improvements for that portion of the Allegheny Dwellings Development known as "Phase I"; (iii) Phase I capital contributions, and (iv) other Development related purposes (Allegheny Dwellings Phase I Development Activities); and

WHEREAS, the \$5,738,500.00 gap financing as identified herein will be drawn from previously approved MtW and/or Program Income funds from HACP's 2016 Capital Budget; and

WHEREAS, the \$5,738,500.00 funding will be added to the previously approved Allegheny Dwellings investment of \$10,500,000.00 (previously approved in HACP 2014 Capital Budget), totaling the an aggregate investment in Allegheny Dwellings Phase 1 \$16,238,500.00; and

WHEREAS, HACP will enter into a grant agreement with ARMDC in an amount not to exceed \$5,738,500.00 to be utilized for the development of Allegheny Dwellings Phase 1.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Executive Director or his Designee is hereby authorized to reallocate funding in the 2016 Capital Budget constituting \$5,738,500.00 to the Allegheny Dwellings Phase I redevelopment project; and

Section 2. The Executive Director or his Designee is hereby authorized to enter into a Grant Agreement with ARMDC to grant an amount not to exceed \$5,738,500.00 which ARMDC be shall utilized to fund Allegheny Dwellings Phase I Development Activities; and

Section 3. The Executive Director or his Designee is hereby authorized to make an aggregate investment of up to \$16,238,500.00 of MtW and Program Income funds (comprised of \$5,738,500.00 and previously approved \$10,500,000.00 from HACP’s 2014 Capital Budget); and

Section 4. The Executive Director or his Designee is hereby authorized and directed, in the name of and on behalf of HACP, to (i) negotiate, execute and deliver all such agreements, documents and instruments and take all such other actions as the Executive Director or his designee shall determine to be necessary or desirable in order to effect the Allegheny Dwellings Phase I Development Activities, and (ii) complete any and all additional actions that are legally permissible and necessary or advisable to carry out the Allegheny Dwellings Phase I Development Activities contemplated herein; and

Section 5. The Executive Director or his Designee is hereby authorized and directed to take such other actions, from time to time, that are necessary, advisable or proper in connection with the Allegheny Dwellings Phase 1 including, without limitation, the execution and delivery of all agreements, writings and documents (and all amendments, changes, modifications and additions thereto).

Valerie McDonald-Roberts asked for a motion to approve the resolution. Leroy Morgan made a motion to approve and Peter Kaplan seconded the motion. Ms. McDonald-Roberts asked if there was any discussion. After a brief discussion and presentation by Nate Boe:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Enid Miller, Peter Kaplan, Valerie McDonald-Roberts
Richard Butler, Leroy Morgan and Janet Evans.

“NAYS”: None

Chair McDonald-Roberts declared the motion carried and the resolution approved.

RESOLUTION No. 56 of 2016

A Resolution – Authorizing the Executive Director or his Designee to Enter into Contracts with Arch Masonry Inc. and Allegheny City Electric for the Pa Bidwell Balcony Repairs Work

WHEREAS, the Housing Authority City of Pittsburgh (HACP) has determined that it is in its best interests to perform Balcony Repairs work at PA Bidwell; and

WHEREAS, HACP issued a task order to Loysen Kreuthmeier to perform professional design services to define the appropriate efforts necessary for the PA Bidwell Balcony Repairs; and

WHEREAS, on October 16, 2016 HACP advertised an Invitation for Bids (IFB) #600-43-16 and on November 22, 2016, HACP received five (5) bids for general construction work in response to the IRB and two (2) bids for electrical construction in response to the IRB; and

WHEREAS, Arch Masonry Inc. is the lowest responsive and responsible general construction bidder with a bid amount of \$ 585,000.00 which is 89% of the independent cost estimate (ICE) of \$650,135.00; and Allegheny City Electric is the lowest responsive and responsible electrical bidder with a bid amount of \$71,316.00 which is 92% of the ICE of \$77,846.40; and

WHEREAS, this procurement was conducted in accordance with applicable Federal, state and local procurement rules and regulations and the procurement policies and procedures of the HACP.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Executive Director or his Designee is hereby authorized to enter into contracts with Arch Masonry Inc. in the total amount of \$585,000.00 for general construction work and with Allegheny City Electric in the total amount of \$71,316.00 for electrical construction work for the PA Bidwell Balcony Repairs project; and

Section 2. The total amount of the contract shall be paid from Moving To Work (MTW) funds.

Valerie McDonald-Roberts asked for a motion to approve the resolution. Peter Kaplan made a motion to approve and Enid Miller seconded the motion. Ms. McDonald-Roberts asked if there was any discussion. After a presentation of the resolution by Nate Boe and a brief discussion including Mr. Binion asking if LED Lights would be installed or could be installed while doing the balcony repairs

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Enid Miller, Peter Kaplan, Valerie McDonald-Roberts

Richard Butler, Leroy Morgan and Janet Evans.

“NAYS”: None

Chair McDonald-Roberts declared the motion carried and the resolution approved.

RESOLUTION No. 57 of 2016

A Resolution – Authorizing the Executive Director or his Designee to Enter into Contracts for Insurance and to Pay Insurance Premiums and Deductibles

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) is required by both 24 C.F.R./2 CFR 200 Section 965.201 et seq. and its Annual Contributions Contract with the United States Department of Housing and Urban Development (HUD) to have insurance coverage; and

WHEREAS, HACP issued a Request for Proposals (RFP) for insurance coverage in the following areas: boilers, directors and officers, fiduciary, auto liability, auto physical damage, property, and general liability; and

WHEREAS, HACP obtained insurance premium quotes for certain deductible levels in the above referenced areas for coverage beginning January 1, 2017 and ending December 31, 2017 with an option to extend for one (1) additional year, and now recommends that HACP accept insurance contracts with those terms with the Housing Authority Insurance Group (HAIG) and with The Gleason Agency, a division of Arthur J. Gallagher Risk Management Services, Inc.; and

WHEREAS, HACP has determined that the premiums referenced in Exhibit A are reasonable.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. That the Executive Director or his Designee, is hereby authorized to pay to HAIG and Gallagher all required premiums for insurance coverage and to enter into contracts with Housing Authority Insurance Group and Arthur J. Gallagher Risk Management Services, Inc. for the insurance coverage itemized on Exhibit A attached hereto, i.e., for insurance coverage in the areas of boilers, directors and officers, fiduciary, auto liability, auto physical damage, property and general liability for coverage from January 1, 2017 through December 31, 2017. The premiums for these coverages shall be payable from Moving To Work (MTW) funds; and

Section 2. The Executive Director or his Designee is also authorized to pay deductibles and retentions, including those in excess of \$50,000, applicable to those insurance policies as required.

Valerie McDonald-Roberts asked for a motion to approve the resolution. Peter Kaplan made a motion to approve and Enid Miller seconded the motion. Ms. McDonald-Roberts asked if there was any discussion. There was a presentation by James Harris and after a brief discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Enid Miller, Peter Kaplan, Valerie McDonald-Roberts
Richard Butler, Leroy Morgan and Janet Evans.

“NAYS”: None

Chair McDonald-Roberts declared the motion carried and the resolution approved.

RESOLUTION No. 58 of 2016

A Resolution – Authorizing the Executive Director or His Designee to Advertise the 2017 Housing Authority of the City of Pittsburgh Board of Commissioners Meeting Dates

WHEREAS, the regular Board of Commissioners meetings of the Housing Authority of the City of Pittsburgh (HACP) shall be held on the dates noted in Section 1 of this resolution; and

WHEREAS, the HACP Board of Commissioners meetings will be publicly advertised in three newspapers of general circulation specifying the date, time and location of each meeting.

NOW, THEREFORE, BE IT RESOLVED by the Board of Commissioners of the Housing Authority of the City of Pittsburgh:

Section 1. The Executive Director is hereby authorized and directed to publicly advertise in the *Pittsburgh Post Gazette, Tribune Review, Pittsburgh Courier* and any other newspaper that the Executive Director considers necessary for the following HACP Board of Commissioners meeting dates, times and location:

Thursday, January 26, 2017

Thursday, February 23, 2017

Thursday, March 23, 2017

Thursday, April 27, 2017

Thursday, May 25, 2017

Thursday, June 22, 2017

Thursday, July 27, 2017

NO BOARD MEETING IN AUGUST

Thursday, September 28, 2017

Thursday, October 26, 2017

Thursday, November 16, 2017

Thursday, December 14, 2017

Section 2. All of the above meetings will be held at 10:30 A.M. at 200 Ross Street, 13th Floor, Wherrett Room, Pittsburgh, PA 15219 unless specified otherwise by public advertisement.

Leroy Morgan asked for a motion to approve the resolution. Leroy Morgan made a motion to approve and Richard Butler seconded the motion. Ms. McDonald-Roberts asked if there was any discussion. After a presentation by Yasmin Shaheed and a brief discussion:

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Enid Miller, Peter Kaplan, Valerie McDonald-Roberts
Richard Butler and Leroy Morgan.

“NAYS”: None

Chair McDonald-Roberts declared the motion carried and the resolution approved.

There were no further resolutions.

EXECUTIVE REPORT: Mr. Binion addressed the board and spoke briefly regarding a few 2016 accomplishments, specifically of the Finance Department and the Development and Modernization department having no audit findings again. 16 years for the D&M department; also HACP receiving the planning grant for the Hill District.

NEW BUSINESS: There was no new business.

AJOURNMENT: Valerie McDonald-Roberts asked for a motion to adjourn the meeting. Enid Miller made a motion to approve and Janet Evans seconded the motion.

A vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Enid Miller, Peter Kaplan, Valerie McDonald-Roberts
Richard Butler and Leroy Morgan.

“NAYS”: None

Chair McDonald-Roberts declared the motion carried and the meeting adjourned.

Recording Secretary