

Housing Authority of the City of Pittsburgh
BOARD OF COMMISSIONERS
MEETING MINUTES
Thursday, January 28, 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, January 28, 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. Janet Evans, Mr. Leroy Morgan and Ms. Valerie McDonald-Roberts, Mr. Peter Kaplan, and Mr. Richard Butler. Rev. Ricky Burgess was not in attendance.

Next, the Chairwoman noted that the Board members had previously received a copy of the December 17, 2015 Board Meeting Minutes and asked for a motion to approve the minutes. Peter Kaplan made a motion to approve the minutes and Janet Evans seconded the motion.

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

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

"NAYS": None

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

Next, Ms. McDonald-Roberts, introduced the HACP Activity Report for December 2015 and asked if there was a motion to approve the Reports. Enid Miller made a motion to approve the Reports and Peter Kaplan seconded the motion.

Joy Pekar-Miller gave a brief statement on the activity report, after which a vote being had thereon, the "Ayes and "Nays" were as follows:

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

"NAYS": None

Chair, Valerie McDonald-Roberts then declared the motion carried and the Report approved.

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

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

RESOLUTION NO. 1 OF 2016

A Resolution- Approving an amendment to the HACP 2016 Moving to Work Annual Plan, and authorizing the Executive Director or his designee to submit the amended Annual Plan to the U. S. Department of Housing and Urban Development

WHEREAS, on November 17, 2000, the Housing Authority City of Pittsburgh (HACP) and the United States Department of Housing and Urban Development (HUD) executed an agreement authorizing the Housing Authority of the City of Pittsburgh to participate in the Moving to Work (MTW) Demonstration Program; and

WHEREAS, HACP prepares an Annual Plan which identifies agency activities for the coming year, and is submitted to HUD for approval; and

WHEREAS, the Bedford Dwellings community is one of the oldest Public Housing Communities in Pennsylvania, and has design deficiencies and deteriorating infrastructure; and

WHEREAS, the area of the Hill District surrounding Bedford Dwellings has significant areas of vacancy and blight, and has been the subject of ongoing community planning initiatives; and

WHEREAS, the HACP proposes to work with community stakeholders and residents to develop a Neighborhood Transformation Plan for Bedford Dwellings and surrounding areas using a Choice Neighborhoods Planning and Action Grant; and

WHEREAS, the Choice Neighborhoods Planning and Action Grant application scoring awards additional points if the planned transformation of the targeted assisting housing site is specifically identified in the Public Housing Agency Annual Plan; and

WHEREAS, the proposed Amendment to the Annual Plan will add provisions specifically identifying the objective of redeveloping Bedford Dwellings; and

WHEREAS, the proposed amendment, attached hereto as Exhibit A, was made available for public review and comment from January 5, 2016 through February 3, 2016; and

WHEREAS, the Board gave consideration to all comments received as of January 27, 2015, and will convene a special meeting to consider any comments received after this meeting but prior to the close of the public comment period, if any such comments are received;

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

Section 1. The Executive Director or his designee is hereby authorized to submit the Proposed Amendment to the HACP 2016 Moving To Work Annual Plan to HUD for approval.

At this time Ms. McDonald-Roberts asked for a motion to approve the resolution. Peter Kaplan made a motion to approve the resolution and Enid Miller seconded the motion.

Next, after a brief discussion: A vote being had thereon, the “Ayes and “Nays” were as follows:

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

“NAYS”: None

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

RESOLUTION NO. 2 of 2016

A Resolution – Ratifying the Executive Director’s decision to write off Collection Losses in the amount of \$88,983.17 from the Tenant Accounts Receivable for the months October 2015 through December 2015

WHEREAS, the net amount of past-due accounts of tenants who are no longer occupying a dwelling unit and who have not responded to collection notices from the Housing Authority of the City of Pittsburgh (HACP) during the months of October 1, 2015 through December 31, 2015 was \$88,983.17; and

WHEREAS, reasonable means of collection have been exhausted against these accounts; and

WHEREAS, the total collection losses to be written off from the tenant accounts receivable balance is \$88,983.17 which is 4.34% of the total rent and associated charges of \$2,049,748.58 for the 4th quarter of 2015.

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

Section 1. The Executive Director’s decision to write off the collection losses of \$88,983.17 from the tenant accounts receivable balance for October 1, 2015 through December 31, 2015 is hereby ratified.

At this time Ms. McDonald-Roberts asked for a motion to approve the resolution. Janet Evans made a motion to approve the resolution and Leroy Morgan seconded the motion.

Next, after a brief discussion: A vote being had thereon, the “Ayes and “Nays” were as follows:

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

“NAYS”: None

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

RESOLUTION NO. 3 OF 2016

A Resolution - Authorizing the Board Chairman and the Executive Director or his designee to Execute Certifications and Agreements for submitting a FY2015/2016 Choice Neighborhoods Planning & Action Grant Application to the U.S. Department of Housing and Urban Development & Authorizing the Financial Commitment for the Project

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) is the owner of certain real property and related improvements located in Pittsburgh, Allegheny County, Pennsylvania known as Bedford Dwellings (Bedford Dwellings) with 411 units; and

WHEREAS, HACP has determined that it is in the best interests of HACP and the residents of Bedford Dwellings to submit an application in response to the U.S. Department of Housing and Urban Development’s (HUD)’s FY2015/2016 Notice of Funding Availability (**NOFA**) for the Choice Neighborhoods Planning and Action Grant in order to plan for the redevelopment of Bedford Dwellings under HUD’s Choice Neighborhoods Initiative (**CNI**) Planning & Action Grant and, subsequently, apply for a CNI Implementation Grant for implementation of the redevelopment of Bedford Dwellings and the Hill District community of Pittsburgh, with one-for-one replacement of assisted housing units and additional mixed income housing to be developed in several phases; and

WHEREAS, HACP has engaged the City of Pittsburgh (the City), Urban Redevelopment Authority of Pittsburgh (URA), governmental agencies and other public/private partners as well as the residents of Bedford Dwellings and the Hill District, to prepare a comprehensive framework and governance structure for a community planning process to develop a community transformation plan with a strong vision to improve the living environment, the quality of life and the economic mobility for residents residing in Bedford Dwellings and the surrounding community; and

WHEREAS, HACP, the City, URA and major community organizations have agreed to apply for CNI Planning and Action Grant (the Planning Grant) in the amount of \$2,000,000 to support the community planning process and some action activities along with additional financial and in-kind support from a variety of funding institutions; and

WHEREAS, HACP selected Allies & Ross Management and Development Corporation (the Corporation) to develop and implement a redevelopment plan for Bedford Dwellings and its surrounding neighborhood. The Corporation competitively procured TREK Development Group/Wallace Todd Roberts, as a co-developer/planning team in order to assist in the redevelopment process and coordinate the Planning/Action Grant activities; and

WHEREAS, HACP will complete the Planning Grant application in response to the Notice of Funding Availability (NOFA) and submit it to HUD on or before February 9, 2016; and

WHEREAS, HACP as the Lead Applicant of the Planning Grant Application will enter into a Memorandum of Understanding with the City of Pittsburgh as a Co-Applicant pending approvals from City Council and the Mayor; and

WHEREAS, the CNIG program requires a significant amount of financial commitment to leverage \$2,000,000 of CNIG funding; and

WHEREAS, in order to maximize scoring on the Leverage factor of the Planning/Action Grant application, HACP will make a financial commitment of up to \$500,000 of Program Income as a financial leverage; and the City and URA plan to commit cash leverage of up to \$10,000, respectively, in order to improve the leverage rating and demonstrate local support;

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

Section 1. The Board Chairman is hereby authorized to sign the Choice Neighborhoods Planning/Action Grant Application Certifications (HUD Form 53240) as required by HUD for Planning/Action Grant Applicants.

Section 2. The Executive Director or his designee is hereby authorized to submit a Choice Neighborhoods Planning and Action Grant Application to HUD to request up to \$2,000,000 of the Planning/Action Grant funding.

Section 3. The Executive Director or his designee is hereby authorized to submit a letter of financial commitment along with the Planning/Action Grant Application to HUD for up to \$500,000 of Program Income.

Section 4. The Executive Director or his designee is hereby authorized and directed, in the name of and on behalf of the Authority, to (i) negotiate, execute and deliver all such agreements, documents and instruments and take all such other actions as he shall determine to be necessary or desirable in order to effect the Bedford Dwellings/Hill District Choice Neighborhoods Planning and Action Grant Application, and (ii) complete any and all additional actions that are legally permissible and necessary or advisable to carry out the activities contemplated herein.

Section 5. All funds shall be payable from Program Income.

At this time Ms. McDonald-Roberts asked for a motion to approve the resolution. Peter Kaplan made a motion to approve the resolution and Enid Miller seconded the motion.

Next, after a brief discussion: A vote being had thereon, the “Ayes and “Nays” were as follows:

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

“NAYS”: None

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

RESOLUTION NO. 4 OF 2016

A Resolution - Authorizing the Executive Director or his designee to Select and Negotiate with Various Developers that will result in the Increased Utilization of Vouchers and Provide Gap Financing as long as Each Transaction Satisfies HACP's Requirements

WHEREAS, one of the core objectives of the Housing Authority of the City of Pittsburgh (HACP) is to "expand affordable housing options" within the City of Pittsburgh; and

WHEREAS, in furtherance thereof, HACP selected its non-profit instrumentality, Allies & Ross Management and Development Corporation (ARMDC), to assist HACP to achieve said core objective; and

WHEREAS, there is a tremendous need for affordable housing in the city of Pittsburgh evidenced by the fact there are approximately 10,000 persons on HACP's various waiting lists for affordable housing; and

WHEREAS, due to the booming economy, the private market has a 25% lease up rate for tenant-based Section 8/Housing Choice Vouchers (HCV) resulting in approximately 75% of families/individuals who have a voucher cannot find a unit on the private market to lease; and

WHEREAS, HACP has determined that it is in its best interests to assist private real estate and non-profit developers of affordable housing, by providing a gap financing loan product that will assist developers/non-profits to fill financing gaps, to bring more new and rehabbed affordable housing units to market and increase Section 8/HCV utilization; and

WHEREAS, over the next three (3) years, HACP's goal is to create two hundred (200) additional affordable housing units utilizing Project-Based Vouchers (PBV) and Gap Financing strategies including, using the mixed finance development approach; and

WHEREAS, in furtherance of the foregoing, on December 8, 2015, HACP issued a Request for Proposals (RFP) for PBV Utilization & Gap Financing and on January 19, 2016, HACP received 10 (ten) proposals; and

WHEREAS, under the RFP, once the developers/nonprofits' proposals are evaluated and selected, HACP will engage in due diligence for each transaction and HACP will approve PBVs and gap financing for only those transaction(s) that satisfy HACP's requirements, including, but not limited to, the developer/nonprofit utilizing PBV, securing 4% or 9% Low Income Housing Tax Credit (LIHTC), securing any additional gap financing from third parties and/or that the deal is feasible; and

WHEREAS, an evaluation committee reviewed the ten (10) proposals based on experience, capacity of the proposers and other factors plus the characteristics and feasibility of the projects;

and after a Best and Final Offer (BAFO) process, selected nine (9) proposals deemed responsive from responsible offerors; and

WHEREAS, HACP has performed reference checks for each developer/nonprofit's previous engagements and all reference have indicated that the firm(s) had performed to their satisfaction; and

WHEREAS, this procurement was performed in accordance with applicable Federal regulations and the procurement policies and procedures of HACP.

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

Section 1. The Executive Director or his designee is hereby authorized pursuant to RFP #600-39-15 to select and negotiate with the following developers/nonprofits to finalize their proposed projects to increase PBV Utilization and Gap Financing for affordable housing units:

- East Liberty Development, Inc. – Kelly & Bennett Streets
- McCormack Baron Salazar – Crawford Square
- Glen Hazel Resident Management Corporation – Glen Hazel Senior Lofts
- Bridging the Gap Development, LLC – Miller Street Apartments
- Hill Community Development Corporation – New Granada Square
- Hill Community Development Corporation – Cliff Street Overlook
- Taylor Construction and Development – Elmer Williams Square
- Allegheny Housing Rehabilitation Corporation – Kelly Hamilton
- Trek Development – Lanark Street

Section 2. The Executive Director or his designee is hereby authorized to negotiate with each owner/developer related to the issuance of PBV and/or Gap Financing for selected projects identified in each development proposal subject to approval by the HACP Board of Commissioners. HACP will complete due diligence for each proposal that will allow HACP to engage in development activities in accordance with 24 C.F.R. Part 941 and negotiate the Development Agreement including all other terms, conditions and costs/fees, and enter into a Development Agreement and spend funds for each development identified pursuant to each proposal received and authorized. The gap financing will be provided from MtW and program income.

At this time Ms. McDonald-Roberts asked for a motion to approve the resolution. Janet Evans made a motion to approve the resolution and Leroy Morgan seconded the motion.

Mr. Nate Boe led the discussion as to the resolution. He asked each developer in the gallery to stand up and introduce themselves and indicate which community they represent.

Next, after several discussions, a vote being had thereon, the "Ayes and "Nays" were as follows:

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

“NAYS”: None

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

EXECUTIVE REPORT: Mr. Binion made several comments regarding the Executive Report that was given to the Board members prior to the meeting.

NEW BUSINESS: There was no new business.

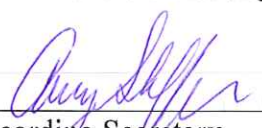
AJOURNMENT:

Valerie McDonald-Roberts asked for a motion to adjourn the meeting. Enid Miller mad a motion to adjourn the meeting and Leroy Morgan seconded the motion. The “AYES” and “NAYS” were as follows:

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

“NAYS”: None

Chair, McDonald-Roberts then declared the motion carried and the meeting adjourned.
The meeting adjourned at 11:10 a.m.



Recording Secretary