

Housing Authority of the City of Pittsburgh
BOARD OF COMMISSIONERS
MEETING MINUTES
Thursday, March 23, 2017
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, March 23, 2017, at 200 Ross Street; 13th Floor, Wherrett Room, Pittsburgh, Pennsylvania 15219 at 10:30 a.m.

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

Next, the Chair noted that the Board members had previously received a copy of the February 23, 2017, Board Meeting Minutes and asked for a motion to approve the minutes. Leroy Morgan made a motion to approve the minutes and Rev. Burgess seconded the motion.

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

“AYES”: Rev. Burgess, Valerie McDonald-Roberts, Peter Kaplan
Janet Evans and Leroy Morgan.

“NAYS”: None

The Chair declared the motion carried and the minutes approved.

Ms. McDonald-Roberts asked for a motion to approve the Activity Reports. Janet Evans made a motion and Peter Kaplan seconded the motion to approve the Activity Reports.

The Activity Report for February 2017 was presented to the Board.

Ms. Joy Miller gave a brief statement on the activity report which was previously provided to the board.

After a discussion a vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Rev. Burgess, Valerie McDonald-Roberts,
Peter Kaplan, Janet Evans and Leroy Morgan.

“NAYS”: None

Ms. McDonald-Roberts declared the motion carried and the Activity Report approved.

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 resident involvement in this process and that they are glad to be working with HACP on the redevelopment of the community.

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

RESOLUTION No. 9 of 2017

A Resolution - Authorizing the Executive Director or His Designee to Receive the City of Pittsburgh's Grant Funds to Support Larimer/East Liberty Choice Neighborhoods Implementation Grant Program

WHEREAS, on September 10, 2013, the Housing Authority of the City of Pittsburgh (HACP) along with its co-applicant, City of Pittsburgh (City), submitted a FY2013 Choice Neighborhoods Implementation (CNI) Grant application to the U.S. Department of Housing and Urban Development (HUD) requesting \$30,000,000 in grant funds to be used to help implement the Larimer/East Liberty Transformation Plan (Transformation Plan); and

WHEREAS, per Resolution No. 550 (File #2013-1724) the City of Pittsburgh Council authorized the City of Pittsburgh to commit \$12,000,000 comprised of Community Development Block Grant funds (CDBG), HOME funds (HOME) and City Capital Funds (together, City Leverage Funds) in support of the Larimer/East Liberty CNI Grant application and program contingent upon HUD's award of the CNI grant in the amount of up to \$30,000,000; and

WHEREAS, the Urban Redevelopment Authority of Pittsburgh (URA) is the City's agent for administration of grant funds such as CDBG funds and HOME funds; and

WHEREAS, on June 30, 2014 HUD awarded the HACP and the City a FY2013 CNI Grant in the amount of \$30,000,000; and

WHEREAS, on December 17, 2014, HUD, HACP and the City entered into a FY2013 Choice Neighborhoods Implementation Grant Agreement; and

WHEREAS, subsequent to its award of the FY2013 CNI Grant funds, the Authority will receive the City Leverage Funds from City and URA, pursuant to its board approval, to support the implementation of Mixed-Income Housing Development Activities of the Transformation Plan; and

WHEREAS, the Authority selected Allies & Ross Management and Development Corporation (ARMDC) to revitalize Hamilton-Larimer public housing into mixed-income communities utilizing the mixed-finance development approach; and

WHEREAS, ARMDC competitively procured McCormack Baron Salazar, Inc. (the Co-Developer), to serve as the co-developer for the revitalization of Hamilton-Larimer/East Liberty pursuant to the terms of a Master Development Agreement (MDA) between ARMDC and the Co-Developer; and

WHEREAS, under the MDA and the Transformation Plan, as amended, ARMDC and the Co-developer are developing 334 units in four (4) or more phases; and

WHEREAS, the HACP will grant the City Leverage Funds for ARMDC to support and finance the planning, predevelopment and development activities of mixed-income housing of the Transformation Plan, as amended.

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

Section 1. Pursuant to CNIG agreements previously executed between HUD, HACP and the City of Pittsburgh, the Executive Director or his Designee is hereby authorized to accept from the City or URA City Leverage Funds to support the implementation of the mixed-income housing development projects of the CNI Transformation Plan; and

Section 2. The Executive Director or his Designee is hereby authorized to enter into grant agreements with ARMDC to grant the City Leverage Funds to ARMDC to support and finance the planning, predevelopment and development activities of mixed-income housing of the Transformation Plan, as amended; and

Section 3. 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 he shall determine to be necessary or desirable in order to effect the mixed-income housing development activities of the Transformation Plan and (ii) complete any and all additional actions that are legally permissible and necessary or advisable to carry out the CNI grant mixed-income housing development activities contemplated herein.

At this time, the Chair asked for a motion to approve the resolution. Leroy Morgan made a motion to approve the resolution and Rev. Burgess seconded the motion.

After a discussion a vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Rev. Burgess, Valerie McDonald-Roberts,
Peter Kaplan, Janet Evans and Leroy Morgan.

“NAYS”: None

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

RESOLUTION No. 10 of 2017

A Resolution - Authorizing the Executive Director or his Designee to Prepare a Disposition Application for Properties in Support of Development and Public Dedication of a Neighborhood Park under the Larimer/East Liberty Choice Neighborhoods Implementation Grant Program

WHEREAS, on September 10, 2013, the Housing Authority of the City of Pittsburgh (HACP) along with its co-applicant, City of Pittsburgh (City), submitted a FY2013 Choice

Neighborhoods Implementation (CNI) Grant application to the U.S. Department of Housing and Urban Development (HUD) requesting \$30,000,000 in grant funds to be used to help implement the Larimer/East Liberty Transformation Plan, as amended and approved by HUD (Transformation Plan); and

WHEREAS, on June 30, 2014 HUD awarded the HACP and the City a FY2013 CNI Grant in the amount of \$30,000,000; and

WHEREAS, the Choice Neighborhoods Transformation Plan calls for the development of a neighborhood public park on an approximately 3.25 acres (Park) (See Exhibit A. Park Plan); and

WHEREAS, the Urban Redevelopment Authority of Pittsburgh (URA) as the Neighborhood Implementation Entity of the CNI Transformation Plan has held several public meetings and various project team meetings with public and private stakeholders to develop the design and programs of the Park; and

WHEREAS, the HACP owns two (2) vacant land parcels comprising approximately 0.84 acres of the Park site, as evinced by deed book VL 15859, page 393 for Lot/Block No. 83-S-146 and deed book VL 15899, page 582 for Lot/Block No. 83-S-202, and recorded on January 20, 2015 and March 4, 2015 respectively, in the Allegheny County Department of Real Estate. URA owns the balance of the 3.25 acres of the Park site; and

WHEREAS, per the Transformation Plan, the HACP will prepare a HUD Disposition Application to complete disposition of the above mentioned two (2) vacant land parcels to support construction of the Park, contingent upon URA's irrevocable commitment for development and dedication of the Park for public use.

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 prepare a HUD Disposition Application for presentation to the Board of Commissioners' for certification before submission to HUD as per the Transformation Plan; and

Section 2. The Executive Director or his Designee is hereby authorized to dispose of the abovementioned two (2) vacant land parcels, Lot/Block No. 83-S-146 and Lot/Block No. 83-S-202, subject to HUD approval for the Disposition Application and contingent upon URA's irrevocable commitment for development and dedication of the Park for public use per the Transformation Plan.

Next, Ms. McDonald-Roberts asked the board for a motion to approve the resolution. Janet Evans made a motion to approve the resolution and Peter Kaplan seconded the motion.

After a discussion a vote being had thereon, the "Ayes and "Nays" were as follows:

"AYES": Rev. Burgess, Valerie McDonald-Roberts,
Peter Kaplan, Janet Evans and Leroy Morgan.

"NAYS": None

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

RESOLUTION No. 11 of 2017

A Resolution – Authorizing a Time Extension and Funding Increase for a Private-owned Project-Based Voucher/Gap Financing Development Project

WHEREAS, one of the 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 objective; 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 with private affordable housing owners and developers using the mixed finance development approach; and

WHEREAS, HACP has subsequently selected and negotiated with certain developers/nonprofits to support their proposed projects with PBV & Gap Financing pursuant to Board Resolution No. 4 of 2016 and RFP #600-39-15; and

WHEREAS, on March 14, 2016, HACP made a conditional commitment for PBV assistance and \$509,884 of gap financing funds in the form of a loan for rehabilitation of 36 (thirty-six) units and new construction of one (1) unit in Larimer neighborhood of the City of Pittsburgh, a development named Elmer Williams Square (Project); and

WHEREAS, the Project will renovate a block of twenty-eight (28) row houses (530-559 Elmer Williams Square) and four (4) existing freestanding residential buildings containing one to three (1, 2 or 3) units (6530, 6533, 6549, and 6555 Shetland Avenue). The Project will also build a new, one (1) story accessible residential unit on a vacant lot in the Project area; and

WHEREAS, the Project is not supported by Low-income Housing Tax Credits (LIHTC), but only by conventional debt and HACP’s PBV subsidy and gap financing; and

WHEREAS, on September 14, 2016, HACP approved a time extension of the HACP’s conditional commitment for the Project until March 14, 2017; and

WHEREAS, on November 10, 2016, Dollar Bank provided a conditional financial commitment of \$1,847,926.00 for the Project; and

WHEREAS, HACP and the development team of the Project have actively coordinated governmental historic review, environmental review and subsidy layering review processes as well as financial planning activities; and

WHEREAS, the developer of the Project requested the second extension of time on HACP’s commitment of PBV and gap financing for the Project in order for them to continue to work with HACP to finalize completion of HACP’s PBV and Gap Financing requirements; and

WHEREAS, the owner and developer of the Project has identified an additional financial gap in the Project in the amount of \$320,000.00 due to increased costs of lead paint and asbestos abatement and a higher level of contingency funds required by the bank; and

WHEREAS, HACP will make the gap financing loan for the Project for an approved amount as a soft loan with a loan term to be negotiated and at an applicable federal rate or a negotiated interest rate.

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 to continue to negotiate and support the Project's owner and developer to finalize HACP PBV and Gap Financing requirements until December 31, 2017; and

Section 2. The Executive Director or his Designee is hereby authorized to negotiate and complete due diligence for the Gap Financing and make a gap financing commitment for the Project up to \$829,884.00, conditioned upon further negotiation of terms and conditions of the Gap Financing. The Gap Financing will be provided from MTW and/or program income funds.

Next, the Chair asked for a motion to approve the resolution. Peter Kaplan made a motion to approve the resolution and Rev. Burgess seconded the motion.

After a discussion a vote being had thereon, the "Ayes and "Nays" were as follows:

"AYES": Rev. Burgess, Valerie McDonald-Roberts,
Peter Kaplan, Janet Evans and Leroy Morgan.

"NAYS": None

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

RESOLUTION No. 12 of 2017

A Resolution – Ratifying the Executive Director’s decision to write off Collection Losses in the amount of \$29,051.25 from the Housing Choice Voucher (HCV) Accounts Receivable through December 2016

WHEREAS, the net amount of negative adjustments to landlord accounts for landlords who are no longer under contract to lease a dwelling unit to program participants, and from amounts owed by participants who have been terminated from the Housing Choice Voucher (HCV) Program for refusing to repay HACP for housing assistance funds overpaid on their behalf, and who have not responded to collection notices from the Housing Authority of the City of Pittsburgh (HACP) requesting repayment, was \$29,051.25; and

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

WHEREAS, the Executive Director has deemed these accounts as uncollectable; and

WHEREAS, the total collection losses written off from the HCV accounts receivable balance is \$29,051.25 which represents all HCV accounts receivable for the period ending December 31, 2016.

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 collection losses of \$29,051.25 from the HCV accounts receivable balance through December 31, 2016 is hereby ratified.

At this time, the Chair asked for a motion to approve the resolution. Leroy Morgan made a motion to approve the resolution and Janet Evans seconded the motion.

After a discussion a vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Rev. Burgess, Valerie McDonald-Roberts,
Peter Kaplan, Janet Evans and Leroy Morgan.

“NAYS”: None

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

HACP RESOLUTION No. 13 of 2017

A Resolution – Adopting the recommendations of Executive Order 2017-2 to “Increase and Improve Opportunities for Public Housing Residents”

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) is a municipal corporation, formed under the United States Housing Act of 1937, charged with providing decent, affordable housing for low-income persons; and

WHEREAS, HACP provides publicly assisted housing to more than 20,000 residents of the city of Pittsburgh comprised of traditional public housing, scattered sites, Housing Choice Vouchers (HCV) and oversight of additional mixed-finance communities; and

WHEREAS, HACP recognizes the importance of preserving and creating inclusive and socially diverse, mixed-income communities; and

WHEREAS, HACP seeks to further its collaborative work with the City of Pittsburgh (City), the Urban Redevelopment Authority (URA), and other partners to preserve, expand and improve affordable housing opportunities; and

WHEREAS, HACP was represented on the Affordable Housing Task Force (AHTF) and affirms the importance of AHTF recommendations; and

WHEREAS, HACP has received and reviewed the City of Pittsburgh’s Mayor’s Executive Orders #2017-01 through 2017 – 05 dated February 14 and 15, 2017.

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

Section 1. The HACP shall continue its ongoing efforts to develop, evaluate, and implement strategies to increase affordable housing opportunities and financial empowerment supports for low and moderate income households in the City of Pittsburgh; and

Section 2. The HACP shall continue to implement a “build first” and one-for-one replacement strategy to the greatest extent feasible; and

Section 3. The HACP shall continue to support, and evaluate opportunities to expand, the Family Self-Sufficiency Program and other initiatives to increase economic mobility; and

Section 4. The HACP shall continue to support, and evaluate opportunities to expand and provide multi-year commitment, for the project-based voucher gap financing program; and

Section 5. The HACP shall build upon current landlord outreach efforts, and will evaluate opportunities to expand these initiatives, including the potential for creating additional incentive programs to attract and retain landlords renting to residents with tenant-based vouchers; and

Section 6. The HACP shall continue to support, and evaluate opportunities to expand, the HACP MTW Homeownership Program and other initiatives to support resident homeownership; and

Section 7. The HACP shall evaluate opportunities to further leverage its MTW flexibility by assessing and adopting other best practices from fellow MTW public housing authorities; and

Section 8. The HACP shall develop a report for the HACP Board of Directors with the results of the above efforts and provide a public presentation providing specific recommendations detailing how to advance and achieve the goals intended by these policies and programs.

At this time, the Chair asked for a motion to approve the resolution. Janet Evans made a motion to approve the resolution and Leroy Morgan seconded the motion.

After a discussion a vote being had thereon, the “Ayes and “Nays” were as follows:

“AYES”: Rev. Burgess, Valerie McDonald-Roberts,
Peter Kaplan, Janet Evans and Leroy Morgan.

“NAYS”: None

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

RESOLUTION No. 14 of 2017

A Resolution – Authorizing the Executive Director or his Designee to execute a contract amendment to allow Tresbri Evaluation Services to proceed with an appraisal update for St. Clair property

WHEREAS, in 2014 and given the Housing Authority of the City of Pittsburgh (HACP) intent to dispose of the former St. Clair property to the Urban Redevelopment Authority (URA), a request for quotation to conduct a cost appraisal for the property was established; and

WHEREAS, Tresbri Evaluation Services was awarded the contract to conduct a cost appraisal for the property and that cost appraisal was completed in November, 2014; and

WHEREAS, as the URA and the HACP continued their discussion to reconcile terms in determining the accepted value of the property, HACP extended Tresbri's contract (as permitted by existing procurement policies) to advise the HACP in these discussions; and

WHEREAS, a disposition strategy meeting the requirement of HUD's disposition regulations has been identified and agreed to by the URA and the HACP for the purpose of disposing the St. Clair property to the URA; and

WHEREAS, the cost appraisal for the property will need to be updated within six (6) months of the Disposition Application submission date; and

WHEREAS, Tresbri Evaluation Services conducted the first cost appraisal for the St. Clair property and therefore it would be most cost effective to engage Tresbri Evaluation Services to update the cost appraisal for the St. Clair property; and

WHEREAS, HACP Board authorization is required for cumulative change orders or contract amendments which represent a value of 20% or more of the initial contract amount; and

WHEREAS, HACP Board authorization is required to authorize amendment of the contract with Tresbri Evaluation Services for an additional not-to-exceed amount of \$14,000.00 to update the cost appraisal and perform other related services as needed to dispose of the St. Clair property.

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 to amend the contract with Tresbri Evaluation Services to conduct an update to the cost appraisal and to perform other necessary services as needed for the disposition of the St. Clair property; and

Section 2. The Executive Director or his Designee is hereby authorized to amend the contract with Tresbri Evaluation Services for an additional not-to-exceed amount of \$14,000.00, as it pertains to the scope and intent to dispose of the St. Clair property to the URA.

Ms. McDonald-Roberts asked for a motion to approve the resolution. Leroy Morgan made a motion and Janet Evans seconded the motion to approve the Activity Reports, after which a vote being had thereon, the "Ayes and "Nays" were as follows:

After a discussion a vote being had thereon, the "Ayes and "Nays" were as follows:

"AYES": Rev. Burgess, Valerie McDonald-Roberts,
Peter Kaplan, Janet Evans and Leroy Morgan.

"NAYS": None

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

There were no further resolutions.

EXECUTIVE REPORT: The Executive Report was previously provided to the Board. There were no additional discussions regarding the report.

NEW BUSINESS: There was no new business.

AJOURNMENT: Ms. McDonald-Roberts asked for a motion to adjourn the meeting. Janet Evans made a motion to approve and Rev. Burgess seconded the motion.

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

“AYES”: Peter Kaplan, Janet Evans, Valerie McDonald-Roberts,
Rev. Burgess and Leroy Morgan.

“NAYS”: None

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

Recording Secretary