

Housing Authority of the City of Pittsburgh
BOARD OF COMMISSIONERS
MEETING MINUTES
Thursday, July 26, 2018
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, July 26, 2018 at 200 Ross Street; 13th Floor, Wherrett Room, Pittsburgh, Pennsylvania 15219 at 10:30 a.m.

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

Next, the Chair noted that the Board members previously received a copy of the June 28, 2018, 2018, Board Meeting Minutes and asked for a motion to approve the minutes. Leroy Morgan made a motion to approve the minutes and Valerie McDonald-Roberts seconded the motion.

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

“AYES”: Valerie McDonald-Roberts and Leroy Morgan.

“NAYS”: None

The Chair declared the motion carried and the minutes approved.

The Valerie McDonald-Roberts stated that the Board had previously received the Activity Report for June 2018. Ms. McDonald-Roberts asked for a motion to approve the Activity Report. Leroy Morgan made a motion to approve the report and Enid Miller seconded the motion.

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

“AYES”: Valerie McDonald-Roberts, Peter Kaplan, Enid Miller,
Leroy Morgan and Rev. Ricky Burgess.

“NAYS”: None

The Chair declared the motion carried and the Activity Report approved.

Next, Valerie McDonald-Roberts as if there were any public comments? The public comments are listed below:

1. Rich Johnston - Allegheny Dwellings, who owns a home across from Allegheny Dwellings, asked for a meeting with Mr. Binion. He stated that he spoke to Yasmin Shaheed numerous times. Mr. Binion set up a meeting for August 1, 2019. After the meeting Amy Shaffer will contact Ms. Johnston to set a time regarding repairing the bullet holes in his house.
2. Joanne Mosley - is a neighbor of Rich Johnston and speaking to the board to support Mr. Johnston. Re: negligent landlord; responsible property managers for Allegheny Dwellings.
3. Ronell Guy - Member of the Landless Peoples Alliance and Tenant Union. She proclaimed that HACP should not follow national policy. HACP needs to stop demolishing buildings/units; creating a moratorium on demolition and find efficient and effective means to managing public housing. The private/public partnerships are not working.
4. Lisa Gonzalez – She asked for a moratorium on the issuing of Section 8 vouchers to give people, currently on the program, more time to find a Section 8 acceptable unit.
5. Adrian Crummell – She said she was in “h.e.l.l.” and that KBK not in compliance at Larimer Pointe. She asked who protects tenant? HACP needs to mediate between landlords and tenants. Is there a self-sufficiency program at Larimer Point – such as the escrow program?

Her PBV counselor has not had her account right in 3 years. She paid \$2,000.00 to KBK and shouldn't have (as she is a zero renter). How does she get her money back? She went to Washington, D.C. to express her frustration.

6. Randall Taylor said there has to be a new way of doing things and dealing with low income folks with housing issues. Mr. Taylor also advocated for the stoppage of destruction of NVH and Bedford Dwellings.
7. Steve Capri – Affordable housing in Pittsburgh is at a very low point and that instead of demolishing existing properties, HACP should look into renovating the properties instead or find some other solution besides demolition for example, he said, Penn Plaza. Peter Kaplan spoke up and said that Penn Plaza was not HACP's project.
8. Sherman Hopson – Bedford – spoke about Choice Neighborhoods is going to push folks to the suburbs and they will have to choose between utilities and food. AMI is constantly going up and something needs to be done. Also when is Bedford going to have a proper council? The aborigines were also tenants kicked out for they are the indigenous population.
9. Craig Stevens – North Point Breeze – Landless Peoples Alliance and Tenant Union. There should be more low income/mixed income communities. Nothing should be demolished and asked that Rev. Burgess support a true mixed-income community.
10. Carmen Brown – last of public comments. Ms. Brown said she was there to support everything everyone said about the tearing down of properties and that we should stop demolition.

There were no more public comments.

Michelle Sandidge presented the recipients of the Clean Slate E3 Scholarship awards to twelve of the HACP residents. They will each receive 5,000.00 a year for 4 years.

Next Michelle Sandidge introduced the HACP summer interns to the Board.

Ms. McDonald-Roberts Introduced the resolutions:

RESOLUTION No. 41of 2018

A Resolution - Authorizing the Executive Director or his Designee to enter into a Refuse Collection Agreement with the City of Pittsburgh for the Collection and Disposal of Refuse for Housing Authority Communities and to provide the City with Two New Refuse Trucks for the City's Use under the Agreement

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) has determined its annual needs for refuse collection and disposal throughout its communities; and

WHEREAS, the HACP currently has an Agreement with the City of Pittsburgh (City) for the City to collect and dispose of all refuse, except for bulk items, from HACP's properties (Services); and

WHEREAS, the current Agreement is on a month to month basis.

WHEREAS, the HACP has entered discussions with the City for a new agreement for a term of five (5) years for the City's continued refuse collection and disposal Services for the HACP; and

WHEREAS, the City has offered to continue the refuse collection Services, provided the HACP provides the City with two (2) new refuse trucks, one (1) front loader and one (1) rear loader, for the City's use in providing the Services; and

WHEREAS, the new agreement will be similar in scope to the current Agreement, pursuant to which the HACP purchased two (2) new refuse trucks and leased them to the City in consideration of the City's refuse collection and disposal services; and

WHEREAS, the rear loader truck is expected to cost approximately \$265,200.00 and the front loader truck is expected to cost approximately \$294,806.00 and

WHEREAS, the HACP will transfer titles of the two refuse trucks used by the City under the current Agreement to the City as part of the consideration for the new agreement.

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 to enter into an agreement with the City of Pittsburgh for the continued collection and disposal of refuse, except for bulk items, from all properties of the HACP; and

Section 2. Said agreement will include the HACP's providing the City with two (2) new refuse trucks, for an amount not to exceed \$575,000.00.

Section 3. Said purchase shall be payable from 2018 Capital Funds.

Section 4. The Executive Director or his Designee is hereby authorized to transfer title to the refuse truck used under the current Agreement to the City as part of the consideration for the new agreement.

The Chair asked for a motion to approve the resolution. Enid Miller made a motion to approve and Peter Kaplan seconded the motion. After a brief discussion:

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

“AYES”: Valerie McDonald-Roberts, Peter Kaplan, Enid Miller,
Leroy Morgan and Rev. Ricky Burgess.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 42 of 2018

A Resolution – Ratifying the Executive Director’s decision to write off Collection Losses in the amount of \$84,541.34 from the Tenant Accounts Receivable for the months of January 2018 through June 2018

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 January 1, 2018 through June 30, 2018 was \$84,541.34.

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

WHEREAS, the total collection losses written off from the tenant accounts receivable balance is \$ 84,541.34 which is 2.01 % of the total rent and associated charges of \$ 4,198,272.10 for the 1st and 2nd quarters of 2018.

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 \$84,541.34 from the tenant accounts receivable balance for January 1, 2018 through June 30, 2018 is hereby ratified.

The Chair asked for a motion to approve the resolution. Peter Kaplan made a motion to approve and Enid Miller seconded the motion. After a brief discussion:

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

“AYES”: Valerie McDonald-Roberts, Peter Kaplan, Enid Miller,
Leroy Morgan and Rev. Ricky Burgess.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 43 of 2017

A Resolution - Accepting the Audited Financial Statements for the year ended December 31, 2017 and the related Independent Auditor's Reports for the Housing Authority of the City of Pittsburgh

WHEREAS, the Housing Authority of the City of Pittsburgh (HACP) is required by the United States Department of Housing and Urban Development (HUD) to have its financial statements and programmatic compliance audited by Independent Certified Public Accountants; and

WHEREAS, Maher Duessel was properly procured and approved by the Board of Commissioners to complete the required financial statement and compliance audits for the fiscal year ended December 31, 2017; and

WHEREAS, Maher Duessel has completed its audit work and prepared; an Independent Auditor's Report on the financial statements of the HACP, an Independent Auditor's Report on Internal Control Over Financial Reporting and on Compliance and Other Matters Based on an Audit of Financial Statements Performed in Accordance with *Government Auditing Standards*, as well as, an Independent Auditor's Report on Compliance for its Major Program and on Internal Control Over Compliance Required by OMB Circular A-133; and

WHEREAS, representatives of the Board of Commissioners have maintained regular direct contact with Maher Duessel during the planning, execution and review phases of the audit and recommends these reports for acceptance; and

WHEREAS, Maher Duessel has issued an unqualified opinion on the financial statements, thus indicating the financial statements present fairly, in all material respects, the financial position 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 Board of Commissioners formally accepts the aforementioned independent auditor reports for the year ending December 31, 2017.

The Chair asked for a motion to approve the resolution. Enid Miller made a motion to approve and Peter Kaplan seconded the motion. After a brief discussion:

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

"AYES": Valerie McDonald-Roberts, Peter Kaplan, Enid Miller,
Leroy Morgan and Rev. Ricky Burgess.

"NAYS": None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 44 of 2018

A Resolution - Authorizing the Executive Director or his Designee to enter into a Contract with Vacant Property Security LLC to provide vacant unit protection services for the Housing Authority City of Pittsburgh

WHEREAS, the Housing Authority City of Pittsburgh (HACP) is responsible for providing protection to unoccupied, remodeled, and vacant units Authority-wide; and

WHEREAS, the HACP has determined that Authority-wide vacant unit protection services are needed to prevent unauthorized entry to vacant units and to protect their functionality and investments made in the units; and

WHEREAS, on April 15th, 2018, the HACP advertised Invitation For Bid (IFB) # 300-24-18 Protective Coverings of Vacant Units Authority-wide for services to secure doors and windows at vacant residential units; and

WHEREAS, Vacant Property Security LLC submitted the lowest responsive, responsible bid; and

WHEREAS, this procurement was performed in accordance with applicable Federal and state regulations 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 Vacant Property Security LLC to provide vacant unit protection services Authority-wide in the amount for one (1) year, with four (4) one (1) year extension options, at a total not to exceed amount of \$323,750; and

Section 2. The total amount of the contract shall be paid from operating funds of individual site budgets as needed.

The Chair asked for a motion to approve the resolution. Enid Miller made a motion to approve and Peter Kaplan seconded the motion. After a brief discussion:

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

“AYES”: Valerie McDonald-Roberts, Peter Kaplan, Enid Miller,
Leroy Morgan and Rev. Ricky Burgess.

“NAYS”: None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 45 of 2018

A Resolution - Ratifying the Executive Director's decision to execute a contract with MKS Services Inc. dba ServPro for the partial restoration of the Common Area due to a fire at Murray Towers

WHEREAS, when necessary, the Housing Authority of the City of Pittsburgh (HACP) provides restoration services through a third party contractor; and

WHEREAS, third party emergency response contracts are utilized to ensure restoration of fire units and common areas authority-wide; and

WHEREAS, the HACP had previously procured MKS Services Inc. dba ServPro (ServPro) to provide emergency response restorations services as needed; and

WHEREAS, on December 6, 2018, the HACP contacted ServPro for abatement of the common areas at Murray Towers after a fire in unit 302 and authorized completion of the work; and

WHEREAS, the after working with the insurance company, completing additional related work, and reconciling insurance related amounts, the HACP received an itemized invoice for the work in the amount of \$67,088.20; and,

WHEREAS, in order to prevent additional delays the Executive Director, with the concurrence of the Board Chairperson, authorized payment of the invoice; and

WHEREAS, the HACP's Insurance carrier has reimbursed this loss to the HACP, minus a \$10,000 deductible; and

WHEREAS, any services greater than \$50,000 must be approved by the HACP board;

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

Section 1. The decision of the Executive Director to make a payment to MKS Services Inc. dba ServPro in the amount of \$67,088.20 for work completed abating common area fire damage at Murray Towers is hereby ratified.

The Chair asked for a motion to approve the resolution. Enid Miller made a motion to approve and Peter Kaplan seconded the motion. After a brief discussion:

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

"AYES": Valerie McDonald-Roberts, Peter Kaplan, Enid Miller,
Leroy Morgan and Rev. Ricky Burgess.

"NAYS": None

The Chair declared the motion carried and the resolution approved.

RESOLUTION No. 46 of 2018

A Resolution - Ratifying the Executive Director’s Decision to authorize Right Electric to complete repairs to the power system at Arlington Heights due to a failure of an overhead electrical wiring serving the community

WHEREAS, when necessary, the Housing Authority City of Pittsburgh (HACP) provides emergency high voltage power repair services through a third party; and,

WHEREAS, third party high voltage power repair services are utilized to ensure prompt restoration of power when authority-owned power grid fail or require repair; and

WHEREAS, on July 10th, 2018 HACP issued an emergency purchase order to Right Electric to restore the Arlington power grid; and

WHEREAS, the HACP is anticipating an itemized invoice for this service; and

WHEREAS, any services greater than \$50,000 must be approved by the HACP board; 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 of this Authority is hereby authorized to make payment to Right Electric in the amount not to exceed \$95,000.

Section 2. HACP’s Insurance carrier has been notified of our intent to initiate a claim for reimbursement, minus a \$10,000 deductible.

The Chair asked for a motion to approve the resolution. Peter Kaplan made a motion to approve and Leroy Morgan seconded the motion. After a brief discussion:

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

“AYES”:
Valerie McDonald-Roberts, Peter Kaplan, Enid Miller,
Leroy Morgan and Rev. Ricky Burgess.

“NAYS”:
None

The Chair declared the motion carried and the resolution approved.

There were no additional resolutions.

EXECUTIVE REPORT: The Executive Report was previously provided to the board. Mr. Binion thanked his staff for all of their hard work. He also mention that the ADA, founded in 1968,

Also Homeownership program goal for this year is 17.

NEW BUSINESS: Peter Kaplan mentioned that a milestone was achieved with the first group of PBV/Gap financing; many of them are closing like Crawford, Elmer Square and Miller St. HACP should be commended.

AJOURNMENT: The Chair asked for a motion to adjourn the meeting. Enid Miller made a motion to adjourn and Peter Kaplan seconded the motion.

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

“AYES”: Valerie McDonald-Roberts, Peter Kaplan, Enid Miller,
Leroy Morgan and Rev. Ricky Burgess.

“NAYS”: None

Ms. McDonald-Roberts then declared the meeting adjourned

Recording Secretary