

**THE HOUSING AUTHORITY OF THE CITY OF PITTSBURGH  
BOARD MEETING  
AGENDA  
DECEMBER 15, 2022**

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- 1. Roll Call.**
- 2. Motion to Approve the November 17, 2022, Housing Authority of the City of Pittsburgh (HACP) Board of Commissioners Meeting Minutes.**
- 3. Motion to Approve the Previously Received Activity Report for November 2022.**
- 4. Acknowledgement of Public Comments.**
- 5. Resolution No. 79 of 2022 - Approving the Amendment of the Admissions and Continued Occupancy Policy.**
- 6. Resolution No. 80 of 2022 - Revising the Public Housing Flat Rent Schedule, as required by The U.S. Department of Housing and Urban Development.**
- 7. Resolution No. 81 of 2022 - Authorizing the Executive Director or his Designee to Advertise the Fiscal Year (FY) 2023 Housing Authority of the City of Pittsburgh Board of Commissioners Meeting Dates.**
- 8. Resolution No. 82 of 2022 - Authorizing the Board Chairman and the Executive Director or His Designee to Submit a FY2022 Choice Neighborhoods Implementation Grant Application to the U.S. Department of Housing and Urban Development & Execute Certifications and Agreements and Authorize the Financial Commitment for the Grant Application.**
- 9. Resolution No. 83 of 2022 - Authorizing the Executive Director or his Designee to Submit a Rental Assistance Demonstration (RAD) Application to HUD for the Bedford Dwellings Redevelopment.**
- 10. Resolution No. 84 of 2022 - A Resolution - Authorizing the Approval of the Surplus Property Sales (SPS) Program.**
- 11. Resolution No. 85 of 2022 - Approving the Transfer of Development Project Funds of FY 2023 Capital Fund Budget to Allies & Ross Management and Development Corporation.**
- 12. Resolution No. 86 of 2022 - Authorizing the Executive Director or Designee to Exercise the 1-year Extension Option and Amend the Monetary Value of the Elevator Maintenance and Repair Authority-Wide Contract with Hadfield Elevator LLC by the allowable 20%.**
- 13. Resolution No. 87 of 2022 - Ratifying the Executive Director's decision to write off Collection Losses in the amount of \$74,290.52 from Tenant Accounts Receivable for the Months of July 2022 through September 2022.**

- 14. Resolution No. 88 of 2022 - Ratifying the Executive Director's Decision to enter into an agreement with Warehouse Development Corporation for the lease of a garage to use as storage for the HACP WiFi on Wheels CyberBus.**
- 15. Executive Report.**
- 16. New Business.**
- 17. Adjournment.**

**Board Meeting  
December 15, 2022  
Agenda Item No. 5**

**RESOLUTION No. 79 of 2022**

**A Resolution – Approving the Amendment of the Admissions and Continued Occupancy Policy**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) adopted its current Admissions and Continued Occupancy (ACOP) Policy on or about January 1, 2022; and

**WHEREAS**, the current ACOP must be amended to clarify policy and procedures as it pertains to Low-Income Public Housing (LIPH); and

**WHEREAS**, the proposed amendment to the ACOP would clarify and replace the existing provisions under the current ACOP; and

**WHEREAS**, the proposed amendments to the ACOP were made available for public review and comment from October 21, 2022 to November 21, 2022 at all HACP management and administrative offices and on the HACP website; and

**WHEREAS**, the HACP provided public notice regarding the availability of the proposed changes for review and comment, and the dates and times for two (2) public hearings on the proposed changes; and

**WHEREAS**, public hearings were held on November 22, 2022 at 10:00 a.m. and 5:30 p.m. regarding the proposed changes, and no comments were received in writing by the HACP; and

**WHEREAS**, the Board of Commissioners of the HACP have reviewed and given full consideration to the comments received.

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

**Section 1.** The Amendments to the Housing Authority of the City of Pittsburgh (HACP) Admissions and Continued Occupancy Policy (ACOP) are approved. The effective date of the changes will be January 1, 2023.

**Board Meeting  
December 15, 2022  
Agenda Item No. 6**

**RESOLUTION No. 80 of 2022**

**A Resolution – Revising the Public Housing Flat Rent Schedule, as required by The U.S. Department of Housing and Urban Development**

**WHEREAS**, the U.S. Department of Housing and Urban Development (HUD) establishes Fair Market Rents (FMR) for each market area in the United States; and

**WHEREAS**, Public Housing Authorities (PHAs) are required to establish a Flat Rent Schedule for each public housing unit based on market rates, and are required to revise that schedule annually; and

**WHEREAS**, at recertification, PHA's must offer tenants the option of paying either the Flat Rent or the income-based Brooke Rent; and

**WHEREAS**, HUD Notice PIH 2015-13 requires public housing authorities to review the FMR's published annually, and to modify the previously approved flat rent schedule if the existing flat rents are less than 80% of the FMR; and

**WHEREAS**, HUD published 2023 Fair Market Rents increased for several unit sizes, requiring the Housing Authority for the City of Pittsburgh (HACP) to modify its Flat Rent Schedule for all unit sizes; and

**WHEREAS**, the revised Flat Rent Schedule was posted for public comment from October 21, 2022 through November 21, 2022, and a public hearing was held on November 22, 2022 at 11:00 a.m. and 5:30 p.m.; and

**WHEREAS**, the HACP did not receive any comments regarding the flat rent schedule.

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

**Section 1.** The revised Flat Rent Schedule for the Low-Income Public Housing program (LIPH), is hereby approved; and

**Section 2.** The revised Flat Rent Schedule for the LIPH is effective January 1, 2023.

**Board Meeting  
December 15, 2022  
Agenda Item No. 7**

**RESOLUTION No. 81 of 2022**

**A Resolution – Authorizing the Executive Director or his Designee to Advertise the Fiscal Year (FY) 2023 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 two (2) 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*, *New 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, 2023**  
**Thursday, February 23, 2023**  
**Thursday, March 23, 2023**  
**Thursday, April 27, 2023**  
**Thursday, May 25, 2023**  
**Thursday, June 22, 2023**  
**Thursday, July 27, 2023**  
**NO BOARD MEETING IN AUGUST**  
**Thursday, September 28, 2023**  
**Thursday, October 26, 2023**  
**NO BOARD MEETING IN NOVEMBER**  
**Thursday, December 14, 2023**

**Section 2.** All of the above meetings will be held at 10:30 a.m. via ZOOM Conferencing unless specified otherwise by public advertisement.

## **Board Meeting**

**December 15, 2022**  
**Agenda Item No. 8**

**RESOLUTION No. 82 of 2022**

**A Resolution - Authorizing the Executive Director or his Designee to Submit a FY2022 Choice Neighborhoods Implementation Grant Application to the U.S. Department of Housing and Urban Development & Execute Certifications and Agreements and Authorize the Financial Commitment for the Grant Application**

**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; and

**WHEREAS**, on June 28, 2016, the HACP and the City of Pittsburgh (City) received U.S. Department of Housing and Urban Development's (HUD) award of FY2015/2016 Choice Neighborhoods Initiative (CNI) Planning Grant (Planning Grant) in the amount of \$500,000 to support the development of a comprehensive neighborhood Transformation Plan for Bedford Dwellings and its surrounding area in the Bedford Dwellings/Hill District target neighborhood; and

**WHEREAS**, the HACP partnered with the City, the 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 develop a long-term 15-year comprehensive neighborhood revitalization plan (Transformation Plan) for Bedford Dwellings/Hill District community the CNI Planning Grant. The final Transformation Plan was submitted in June 2018 and accepted by HUD; and

**WHEREAS**, the HACP, with its partners, submitted a Choice Neighborhoods Implementation (CNIG) Grant application in 2018 to HUD but was not successful in securing the competitive CNIG award; and

**WHEREAS**, the HACP and its partners have updated the 2018 Transformation Plan to prepare and apply for a FY2022 CNIG in the amount of \$50,000,000 to support one-for-one replacement of units and mixed-income redevelopment of Bedford Dwellings (Redevelopment) and its surrounding neighborhood; and

**WHEREAS**, the HACP, community stakeholders and other public-private partners will complete a CNIG application in response to the FY2022 Notice of Funding Opportunity (NOFO) for the CNIG program and submit it to HUD on or before January 11, 2023; and

**WHEREAS**, the HACP will be the Lead Applicant of the CNIG Application and will enter into a CNIG Partnership Agreement with four (4) public and private entities, including the City as co-applicant (subject to City Council approval), Allies & Ross Management and Development Corporation and Trek Development Group as Housing Implementation Entity, the URA as the Neighborhood Implementation Entity, and the Allegheny County Department of Human Services as the People Implementation Entity; and

**WHEREAS**, in order to support the redevelopment of the Bedford Dwellings and the housing leverage scoring factor of the CNIG application, the HACP will make a financial commitment of approximately \$80,000,000 as a financial leverage for the CNIG's housing development constituting HACP Housing Leverage which would span between five (5) to seven (7) years of the CNIG implementation period; and

**WHEREAS**, the HACP Housing Leverage shall be funded \$70,000,000 from Moving to Work (MTW) and \$10,000,000 from Program Income; and

**WHEREAS**, the HACP's Housing Leverage and Neighborhood Leverage may be contingent upon receipt of the FY2022 CNIG award; and

**WHEREAS**, the CNIG housing development will include 411 replacement housing units and approximately 210 other affordable units and 205 unrestricted market-rate rental units for a total mixed-finance development of up to 826 units.

**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 sign various HUD certifications and CNIG Partnership Agreement as required by HUD for all CNIG Applicants; and

**Section 2.** The Executive Director or his Designee is hereby authorized to submit a CNIG Application to HUD to request up to \$50,000,000.00 of CNIG funding; and

**Section 3.** The Executive Director or his Designee is hereby authorized to commit approximately \$80,000,000 for the Bedford Dwellings Redevelopment as Housing Leverage which shall consist of MTW Funds (\$70,000,000) and Program Income (\$10,000,000); and

**Section 4.** The Executive Director or his Designee is hereby authorized and directed, in the name of and on behalf of the 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 Bedford Dwellings/Hill District CNIG Application, and (ii) complete any and all additional actions that are legally permissible and necessary or advisable to carry out the activities contemplated herein.



**Board Meeting  
December 15, 2022  
Agenda Item No. 9**

**RESOLUTION No. 83 of 2022**

**A Resolution - Authorizing the Executive Director or his Designee to Submit a Rental Assistance Demonstration (RAD) Application to HUD for the Bedford Dwellings Redevelopment**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) plans to redevelop the four hundred eleven (411) Low-Income Public Housing (LIPH) units at Bedford Dwellings in the Hill District neighborhood of the City of Pittsburgh (the Redevelopment);

**WHEREAS**, the Redevelopment will be a multi-phased effort across six (6) or more phases and may involve funding from a variety of sources, including a Choice Neighborhoods Implementation Grant from the U.S. Department of Housing and Urban Development (HUD); and

**WHEREAS**, the HACP has identified that a portion of the Redevelopment is suitable for conversion from LIPH subsidy to Project-Based Rental Assistance (PBRA) subsidy platform under the HUD's Rental Assistance Demonstration (RAD) program. The RAD program will preserve low-income affordable housing units and provide residents with improved, better quality housing utilizing PBRA operating subsidy; and

**WHEREAS**, the HACP intends to convert approximately 270 LIPH units of Bedford Dwellings into PBRA RAD. The remaining 141 replacement units will be subsidized by Project-Based Vouchers (PBV) as the first two (2) sub-phases have already secured 9% Low-Income Housing Tax Credits (LIHTC) and other funding sources based on PBV; and

**WHEREAS**, HUD requires the submission of a RAD application to initiate its review process; and

**WHEREAS**, the HACP has initiated the resident consultation process meeting as required by the RAD program.

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

**Section 1.** The Executive Director or his Designee is hereby authorized to submit an application to HUD for Rental Assistance Demonstration (RAD) conversion of two-hundred seventy (270) Low-Income Public Housing (LIPH) units at Bedford Dwellings; and

**Section 2.** The Executive Director or his Designee is hereby authorized to take any and all appropriate actions, and execute all appropriate documents to carry out the resolution consistent with its terms.

**Board Meeting  
December 15, 2022  
Agenda Item No. 10**

**RESOLUTION No. 84 of 2022**

**A Resolution - Authorizing the Approval of the Surplus Property Sales (SPS) Program**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) has identified surplus vacant properties that were acquired but have never been utilized for public housing with Date of Full Availability (DOFA) as defined in 24 Code of Federal Regulation Part 970.5, and are unsuitable for affordable housing development (Parcels); and

**WHEREAS**, the HACP has developed a Surplus Property Sales (SPS) Program (Program) to guide the sale and disposition of the Parcels (See Attachment 1. SPS Program Guidelines); and

**WHEREAS**, the Parcels shall be sold in the following preference order: (1) adjacent property owners, (2) Pittsburgh Land Bank and/or City of Pittsburgh, and (3) HACP's discretionary negotiated sale; and,

**WHEREAS**, the net proceeds from the Program will be utilized for the operations, modernization, and/or development of Low-Income Public Housing (LIPH) and other affordable housing; and

**WHEREAS**, the HACP will submit a disposition request to the U.S. Department of Housing and Urban Development (HUD) Pittsburgh Field Office for the final disposition approval for the Parcels.

**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 approve the new Surplus Property Sales (SPS) Program as described in Attachment 1. SPS Program Guidelines; and

**Section 2.** The Executive Director or his Designee is hereby authorized to submit a disposition approval request to the HUD Pittsburgh Field Office to dispose of the Parcels; and

**Section 3.** The Executive Director or his Designee is hereby further authorized and directed to prepare and execute all required documents necessary to obtain HUD approval for the disposition of the Parcels.

**Board Meeting  
December 15, 2022  
Agenda Item No. 11**

**RESOLUTION No. 85 of 2022**

**A Resolution - Approving the Transfer of Development Project Funds of FY 2023 Capital Fund Budget to Allies & Ross Management and Development Corporation**

**WHEREAS**, by Resolution No. 44 of 2022, the Housing Authority of the City of Pittsburgh (HACP) agreed to obligate FY 2022 Capital Funds in the amount of \$12,185,745, which are granted from the HACP to the Allies & Ross Management and Development Corporation (ARMDC) to fund certain development activities (Development Activities); and

**WHEREAS**, the HACP transfers the authorized amount of FY 2023 Capital Funds as grant funds (Grant Funds) for the ARMDC to invest and leverage other financing instruments for the Development Activities and the ARMDC may loan all or a portion of the Grant Funds to development partners and owner entities; and

**WHEREAS**, the HACP will grant to the ARMDC the Grant Funds upon execution of grant agreements between the HACP and the ARMDC subject to the terms and conditions thereof; and

**WHEREAS**, the ARMDC will submit a monthly grant report to the HACP's Board of Commissioners indicating summary disbursements to date of the Grant Funds.

**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 one (1) or more Grant Agreements with the Allies & Ross Management and Development Corporation (ARMDC), transferring the Grant Funds up to \$12,185,745, which the ARMDC shall utilize to fund the Development Activities; and

**Section 2.** The Executive Director or his Designee is hereby authorized and directed, in the name of and on behalf of the Housing Authority of the City of Pittsburgh (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 Development Activities and (ii) complete any and all additional actions that are legally permissible and necessary or advisable to carry out the Development Activities contemplated herein; and

**Section 3.** All amounts shall be payable from Moving-to-Work (MTW) funds, Program Income, or other sources as appropriate.

**Board Meeting  
December 15, 2022  
Agenda Item No. 12**

**RESOLUTION No. 86 of 2022**

**A Resolution - Authorizing the Executive Director or Designee to Exercise the 1-year Extension Option and Amend the Monetary Value of the Elevator Maintenance and Repair Authority-Wide Contract with Hadfield Elevator LLC by the allowable 20%.**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) is required to maintain proper functioning elevators for resident safety at properties HACP-wide in accordance with the Department of Housing and Urban Development (HUD) standards, as well as Pennsylvania Department of Labor & Industry codes and Pittsburgh Fire Code compliance; and

**WHEREAS**, the HACP is requesting to exercise the option to extend IFB #300-44-19 by one (1) year to the Elevator Maintenance and Repair contract with Hadfield Elevator LLC to ensure the HACP can continue elevator inspections, safety testing, and maintenance and repairs for the full five (5) years as stated in the terms of the original contract executed on January 27, 2020; and

**WHEREAS**, the HACP is requesting an additional \$79,593.35 to be added to the Elevator Maintenance and Repair contract with Hadfield Elevator LLC to ensure the HACP can continue proper elevator operations and maintenance, as well as payment to vendor.

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

**Section 1.** Authorize the Executive Director or Designee to extend by one (1) year and add funds to the Elevator Maintenance and Repair contract with Hadfield Elevator LLC, in an amount not to exceed \$477,560.10; and

**Section 2.** The additional funds to bolster the Elevator Maintenance and Repair contract with Hadfield Elevator LLC, shall be made payable from operating funds and/or Moving to Work (MTW) Funds.

**Board Meeting  
December 15, 2022  
Agenda Item No. 13**

**RESOLUTION No. 87 of 2022**

**A Resolution – Ratifying the Executive Director’s decision to write off Collection Losses in the amount of \$74,290.52 from Tenant Accounts Receivable for the Months of July 2022 through September 2022.**

**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 July 2022 through September 2022 is \$74,290.52, and

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

**WHEREAS**, the total collection losses written off from the Tenant Accounts Receivables (TARs) balance is \$74,290.52 which is 3.36% of the total rent and associated charges of \$2,148,582.00 for the 3rd quarter of 2022.

**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 \$74,290.52 from the Tenant Accounts Receivables (TARs) balance for April 2022 through June 2022 is hereby ratified.

**Board Meeting  
December 15, 2022  
Agenda Item No. 14**

**RESOLUTION No. 88 of 2022**

**A Resolution – Ratifying the Executive Director’s Decision to enter into an agreement with Warehouse Development Corporation for the lease of a garage to use as storage for the Housing Authority of the City of Pittsburgh Wi-Fi on Wheels CyberBus**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) previously determined that it is necessary to purchase an RV to serve as the Mobile Computer Lab Program vehicle in its fleet, in order to support operational needs related to digital literacy and add additional resources to our Wifi On Wheels (WOW) Program throughout the HACP’s housing communities; and

**WHEREAS**, the HACP made a substantial investment in purchasing the custom CyberBus, with support provided from the Richard King Mellon Foundation and the Heinz Endowments and received the completed vehicle in September 2022; and

**WHEREAS**, the HACP Resident Self Sufficiency (RSS) Department began utilizing the CyberBus to host daily programming in the HACP communities on Nov. 2, 2022; and will continue to host daily onsite programs for the near future; and

**WHEREAS**, the HACP determined that it was essential to secure a long-term parking location for the CyberBus; and

**WHEREAS**, after an extensive search of rental and for sale properties located throughout the City of Pittsburgh, the HACP staff determined that the property located at 134 55<sup>th</sup> St., Pittsburgh, owned by Warehouse Development Corporation, fully met the needs of the HACP’s requirements for CyberBus storage; and

**WHEREAS**, the HACP staff negotiated a rental rate of \$1,700 per month for an amount that is not to exceed \$108,080 over a five-year term beginning on Nov. 1, 2022; and

**WHEREAS**, the HACP will be responsible for payment of utilities for 134 55<sup>th</sup> St., through the duration of our lease, including: gas, electric, water and internet access/security system; and

**WHEREAS**, the HACP will pay utility expenses directly to the respective providers, including Duquesne Light Company, Pittsburgh Water and Sewer Authority, Peoples Gas, and a to-be-determined internet service provider; and

**WHEREAS**, the HACP will need to pay for gas, routine maintenance, inspections, and additional operating expenses in order to utilize and properly maintain the CyberBus; and

**WHEREAS** the HACP is requesting funding for the utility expenses for 134 55<sup>th</sup> St. and for the ongoing operations costs for the CyberBus, including gas, maintenance, and operational expenses at a combined not to exceed amount of \$100,000 over the next five (5) years.

**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's decision to enter into a lease with Warehouse Development Corporation for the garage located at 134 55<sup>th</sup> St., Pittsburgh, is hereby affirmed and ratified; and

**Section 2.** The amount paid to Warehouse Development Company over a five (5) year term is not to exceed \$108,080; and the total amount paid over a five (5) year term for utilities and operating expenses is not to exceed \$100,000; and

**Section 3.** The amount shall be paid from Moving To Work (MTW) and/or Program Income funds.