

**HOUSING AUTHORITY OF THE CITY OF PITTSBURGH**  
**BOARD OF COMMISSIONERS MEETING**  
**MEETING MINUTES**  
**March 23, 2023**  
**VIA ZOOM WEBINAR**

The Housing Authority of the City of Pittsburgh (HACP) held a Meeting of the Board of Commissioners on Thursday March 23, 2023 via ZOOM Webinar conferencing. The meeting began at 10:50 a.m. After technical difficulties, the meeting continued at 11:30 am.

The HACP Vice Chair, Janet Evans, called the meeting to order. The Commissioners in attendance were Ms. Janet Evans, Mr. Alex Laroco and Mr. Jake Wheatley. Valerie McDonald-Roberts joined the meeting and chaired the meeting at 11:00 am. Mr. Majestic Lane joined the meeting at 11a.m. Rev. Burgess was not present at the meeting. A quorum was met.

Next, the Vice-Chair noted that the Board members previously received a copy of the February 23, 2023, HACP Board Meeting Minutes and asked for a motion to approve the minutes. Alex Laroco made a motion to approve and Jake Wheatley seconded the motion.

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

“AYES”: Janet Evans, Alex Laroco and Jake Wheatley.

“NAYS”: None.

The Chair declared the motion carried and the minutes approved.

**ACTIVITY REPORT:**

Michelle Sandidge presented the Activity Report:

Michelle Sandidge asked for a moment of silence for our departed Commissioner, Ms. Cheryl Gainey. HACP Commissioner Gainey:

- Allegheny Dwellings Tenant Leader
- Long-time community leader and affordable housing advocate
- Led efforts to revitalize Allegheny Dwellings by motivating and organizing residents, stakeholders and community resources to build consensus for Choice Neighborhoods Planning grant.
- Led community-wide planning efforts for Allegheny Dwellings resulting in the construction of Sandstone Quarry and ongoing participation in the Fineview/ Allegheny Dwellings Choice Neighborhoods Planning initiative.

- Coordinated efforts to retain programs and services for Allegheny Dwellings throughout the redevelopment process, including: BJWL After School Program, Project Destiny, 412 Food Rescue, and breakfast & lunch programs offered through Pittsburgh Public Schools.
- Organized opening of No Strings Shop for Allegheny Dwellings– a community store that takes in donated items and provides them to families in need at no cost.
- Will be remembered for tireless efforts to improve lives for residents of Allegheny Dwellings and to champion community revitalization. Should also be remembered as a true leader in Pittsburgh’s affordable housing community. As an HACP Commissioner, Ms. Gainey’s leadership contributed to many advances in affordable housing.
- Supported efforts to launch a boxing program/ fitness center in partnership with the Western PA Police Athletic League, which will be reopened later this year and formally dedicated as the Cheryl Gainey Wellness Center.
- Was firmly dedicated to improving the lives of Allegheny Dwellings residents and low-income Pittsburgh families regardless of neighborhood.

**Moving forward:**

The Pittsburgh Ballet Theatre is meeting to discuss collaboration with our dance studio in NVH. Many thanks go out to Senator Jay Costa for coordinating that meeting and the Hope Academy and Northside as well.

Covid is still around. This Friday from 1-4 the HACP along with Black Equity Coalition, WEEE (Women Empowered for Entrepreneurial Excellence) and Livingston Pharmacy will host the Bedford Dwellings Vaccine clinic with shots, boosters and flu shots for children and adults with \$25 gift card incentives.

The Creative Arts Corner:

Monday (Youth Classes) - Bedford Studio 2pm - 5pm

Tuesday (Remote Classes) - Allegheny Dwellings Community Room 1pm - 4pm

Wednesday (Adult Zoom Classes with tablets) 4pm - 6pm

Thursday (Adult Classes) - Bedford Studio 2pm - 5pm

The NVH Studio is reopening soon after new floor installation.

A recent 412 Food Rescue delivery went to benefit 3 different HACP locations, totaling a whopping 2,198 pounds! The next week 5 communities got the same amount again in one day. I would be remiss if I didn’t put in the minutes a heartfelt hug and lots and lots of thanks to Leah Lizarondo who is stepping down as a CEO and founder from 412 food rescue. We will miss her as we were first to start on this journey together. The HACP was the pilot project for 412 food rescue and we will be forever indebted and grateful for them coming to us to start what is now an

international phenomenon tackling food insecurity in areas that display the most needed assistance

REP has started organizing upcoming Learn and Earn events with the city for NVH and Bedford aimed to recruit youth for summer employment.\$298,223 in Vita tax returns have been processed so far from our Bedford tax site location.

Cheryl Gainey-Wellness Center/boxing gym scheduled to reopen in a few months with funding and support from the Buhl Foundation. Center features boxing for women, a HUD interest (BIC) program concept. Program designs will focus on ways to relieve stress, trauma and promote wellness and self-defense.

The HUD Field Office, Policy and Management, Assistant Deputy Secretary Michele Perez visited ABK/Envision Center this week to celebrate National Women’s Month. She stopped by to read a wonderful story Galimoto, by Pittsburgh author Karen Lynn Williams, Assistant, Director Perez toured the computer lab, Creative Arts Corner and the CyberBus.

New and upgraded WOW Computer labs are open in NVH/United Somali Bantu location, Homewood North, BJWL and Allegheny Dwellings Choice. The Bus stopped here as well.

**PUBLIC COMMENTS:** One (1) Public Comment was received.

Colin King  
[Kingcolin205@gmail.com](mailto:Kingcolin205@gmail.com)

Mr. King indicated that the complaint not be read aloud.

Next, Vice-Chair Evans introduced the Resolutions:

### **RESOLUTION No. 19 of 2023**

#### **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 the Housing Authority of the City of Pittsburgh Communities and to Provide the City of Pittsburgh 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 the HACP’s properties (Services); and

**WHEREAS**, the current Agreement is on a month-to-month basis; and

**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, consisting of 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 \$341,824 and the front loader truck is expected to cost approximately \$371,430; and

**WHEREAS**, the HACP will transfer titles of the two (2) refuse trucks used by the City under the current Agreement to the City as a 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 or his Designee 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 \$750,000; and

**Section 3.** The Executive Director is hereby authorized to transfer title to the refuse truck used under the current Agreement to the City of Pittsburgh as part of the consideration for the new agreement; and

**Section 4.** This purchase shall be payable from Program Income and or Moving to Work (MTW) funds.

Next, the Vice-Chair asked for a motion to approve the resolution. Majestic Lane made a motion to approve, and Janet Evans seconded the motion. After a discussion:

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

“AYES”: Janet Evans, Alex Laroco, Majestic Lane  
Valerie McDonald-Roberts and Jake Wheatley,

“NAYS”: None.

The Vice-Chair declared the motion carried and the resolution approved.

Chair, Valerie McDonald-Roberts introduced the next resolution.

**RESOLUTION No. 20 of 2023**

**A Resolution - Authorizing the Commitment of Funds for the Letsche School Apartments Project-Based Voucher/Gap Financing Project**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) Board Resolution No. 30 of 2022 awarded Beacon Communities, LLC, the developer, a contingent commitment of Project-Based Vouchers (PBVs) and Moving to Work (MTW) Gap Financing for Letsche School Apartments (Project) and authorized the HACP to enter into underwriting negotiations with the Project's owner entity, Letsche School, LLC (Owner Entity); and

**WHEREAS**, the Project was awarded a 9% Low-Income Housing Tax Credit (LIHTC) allocation from the Pennsylvania Housing Finance Agency (PHFA) in January 2022; and

**WHEREAS**, the Project, located at 1530 Cliff Street in the Hill District neighborhood, entails the adaptive reuse of the historic former Letsche Elementary School into forty-two (42) units and the new construction of four (4) townhomes for a total of forty-six (46) general occupancy units, which will include thirteen (13) LIHTC-only units, twenty-five (25) LIHTC and PBV units, and eight (8) market rate units; and

**WHEREAS**, the HACP and its instrumentality, Allies & Ross Management and Development Corporation (ARMDC), conducted underwriting and regulatory compliance reviews and determined that the Project's deal structure and timeline are feasible and viable for long-term affordability; and

**WHEREAS**, the HACP will grant \$2,250,000 of MTW Gap Financing funds, to the ARMDC which will subsequently issue a construction and permanent loan to the Owner Entity for the Project which will be repaid through project cash flow; and

**WHEREAS**, the MTW Gap Financing transactions associated with the construction of these affordable housing units are subject to the U.S. Department of Housing and Urban Development (HUD) final approval for the Project.

**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 grant the ARMDC MTW grant funds in an amount not to exceed \$2,250,000 which the ARMDC will utilize to invest in the Project upon HUD's final approval for the Project; and

**Section 2.** 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 loans to carry out the Project and (ii) complete any and all additional actions that are legally permissible and necessary or advisable to effect the loan to the Owner Entity to carry out the development activities related to the Project, contemplated herein.

Next, Ms. McDonald-Roberts asked for a motion to approve the resolution. Alex Laroco made a motion to approve, and Jake Wheatley seconded the motion. After a discussion:

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

“AYES”: Janet Evans, Majestic Lane, Jake Wheatley,  
Alex Laroco and Valerie McDonald-Roberts.

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

After technical difficulties, the meeting was reconvened at 11:30. Ms. Valerie McDonald-Roberts introduced the following resolutions.

### **RESOLUTION No. 21 of 2023**

#### **A Resolution – Authorizing the Executive Director or his Designee to utilize an existing contract negotiated between CSIU and TSB, Inc. dba Schultheis Electric for Sprinkler System Freeze Protection Installation at Homewood North, AMP-20**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) has determined that the sprinkler systems at Homewood North need to be protected from freezing; and

**WHEREAS**, there currently exists a competitively procured contract between Central Susquehanna Intermediate Unit No.16 (CSIU) and TSB, Inc. dba Schultheis Electric through a Keystone Purchasing Network (KPN) JOC eZIQC® cooperative purchasing program to carry out the work; and

**WHEREAS**, the subject contract term ends December 31, 2025; and

**WHEREAS**, the HACP desires to utilize the contract for the work and obtained pricing in the amount of \$160,802.84; and

**WHEREAS**, this procurement was conducted in accordance with applicable federal, state, and local procurement rules and regulations, and the HACP’s procurement policies and procedures.

**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 purchase services utilizing the existing contract between CSIU and TSB, Inc. dba Schultheis Electric for Sprinkler System Freeze Protection Installation at Homewood North, AMP-20 in the amount of \$160,802.84; and

**Section 2.** The amount shall be paid from Program Income and/or Moving To Work (MTW) funds.

Next, the Chair asked for a motion to approve the resolution. Jake Wheatley made a motion to approve, and Alex Laroco seconded the motion. After a discussion:

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

“AYES”: Janet Evans, Majestic Lane, Jake Wheatley,  
Alex Laroco and Valerie McDonald-Roberts.

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

### **RESOLUTION No. 22 of 2023**

#### **A Resolution - Authorizing the Executive Director or his Designee to submit an Inventory Removal Application to the Department of Housing and Urban Development Special Application Center for the Demolition of One (1) Scattered Site Unit at Scattered Sites North, AMP -39**

**WHEREAS**, the Housing Authority of the City of Pittsburgh (HACP) has determined that a scattered site, single family home built in 1925, located in the East End of Pittsburgh should be considered for demolition; and

**WHEREAS**, the property is obsolete, and no reasonable program of modification is cost effective to return it to useful life; and

**WHEREAS**, the disposition and/or demolition of property outside of the HACP Moving To Work (MTW) Homeownership Program requires a separate U.S. Department of Housing and Urban Development (HUD) approval.

**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 and submit an application and all required documentation necessary to HUD to obtain approval for the demolition of one (1) unit at Scattered Sites North, AMP-39.

Next, the Chair asked for a motion to approve the resolution. Alex Laroco made a motion to approve and Jake Wheatley seconded the motion. After a discussion:

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

“AYES”: Janet Evans, Majestic Lane, Jake Wheatley,  
Alex Laroco and Valerie McDonald-Roberts

“NAYS”: None.

The Chair declared the motion carried and the resolution approved.

### **EXECUTIVE REPORT:**

Executive Director Binion addressed the Board:

Mr. Binion stated that the Board members received the Operations, Activity and Executive reports. Mr. Binion thanked the HACP staff and the Board of Commissioners for their hard work and guidance. Mr. Binion welcomed Jake Wheatley. We’ve worked with Jake Wheatley for years and I think he’s a great plus to the board and help us push affordable housing in the City of Pittsburgh. He brings a lot of experience to the HACP Board and will be a great asset.

Mr. Binion thanked the staff and said that we have a lot of work to do. We are really busy. Hopefully we will all be at 412 next month and so maybe in June or July we can begin having the BOC meetings in person.

**NEW BUSINESS** – No New Business

**AJOURNMENT:** The Chair asked for a motion to adjourn the meeting. Alex Laroco made a motion to adjourn and Majestic Lane seconded the motion.

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

“AYES”: Majestic Lane, Jake Wheatley, Janet Evans,  
Alex Laroco and Valerie McDonald-Roberts.

“NAYS”: None.

The Chair declared the motion carried and the meeting adjourned.

Recording Secretary

